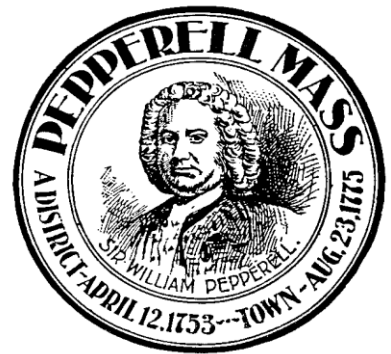


TOWN OF PEPPERELL

2018 ANNUAL REPORT



Pepperell Town Report 2018 Dedication

Diane Karr was born in Leominster, Massachusetts amid a large French Canadian extended family and grew up in Derby, Connecticut with three younger brothers, Andre, Henry and Paul. Diane met her husband Ron while she was attending college and Ron was pursuing his doctoral degree. Diane graduated Summa Cum Laude from Boston University with a Bachelor of Science Special Education degree. Diane and Ron were married in Connecticut, lived in Somerville as newlyweds, moved to Chicago for Ron's career, and moved to Pepperell a few years later when Ron took a position at U Mass Lowell. In Pepperell, they purchased their first home and established roots in the community.

Three children completed their family, Emilie, Matthew and Jeannine. Combining her education degree with her children's interests, Diane was a frequent volunteer in her children's classrooms in Peter Fitzpatrick and Varnum Brook schools. For many years she coached teams for the Odyssey of the Mind, an international problem solving organization, and brought her team to the world championship.

Diane was a founding member and the first Correspondence Secretary at the Peter Fitzpatrick School Parent Teacher Support Group and was later elected President of the PFS PTSG. She created the PFS PTSG monthly newsletter and the "Watchdog Committee" for the purpose of attending school committee meetings and reporting relevant issues to the PTSG. Diane tackled every issue with passion and turned her duties on the Watchdog Committee into serving five years on the North Middlesex Regional School Committee as an elected school committee member. She expanded those duties by becoming a member of the Superintendent's Advisory Council and a member of the Building Committees for both the new Nissitissit School and the addition to Varnum Brook Middle School.

In addition to educational pursuits, Diane enjoyed Crazy Quilting and frequently hosted a group of crazy quilters at her home. Diane crafted many beautifully-detailed, personal handmade quilts with extensive embroidery on each square and gave these treasured heirlooms to her family and friends. She combined the crazy quilt meetings with sharing homemade foods. She enjoyed cooking and baking, and relished the delights from her garden. Her blackberry jams and pies came from her thriving blackberry bushes. Her pies were always served with freshly made hand-whipped cream. Her Christmas cookies featured a dozen of her favorite recipes and were a delight to each recipient.

Education and crafts were only two sides of Diane, her passion extended to politics and causes. She was a frequent contributor to town meeting, pleading her passionate point of view to make sure voters had the information they needed to make an informed decision. For thirty years she enjoyed volunteering as an election official.

Combining their passions for writing, history and traveling, Diane and Ron started a small family business in their home, Branch Line Press, where Diane was the Editor,

Ron was an author, and their daughters were graphic artists. They published many books on railroads in New England, enjoying travelling to research and photograph those sites.

Having a full, overflowing plate was essential to Diane, and in “her spare time”, she volunteered for seven years at Pepperell Aid from Community to Home, PACH. She created their website, was the USDA Food Coordinator, and interacted with the Greater Boston Foodbank to order food and coordinate drivers for monthly deliveries to Pepperell.

Every cause, committee or concern Diane took on or believed in, she did with gusto. She dedicated her life to her family and many friends, and kept all up to date with her detailed Christmas letters, sharing the year’s activities, travels and accomplishments. She proudly supported her husband’s library career, his musical talents, his love of history, and his volunteer and elected positions on many Pepperell committees. Diane and Ron enjoyed traveling to Seattle where their three children settled. Following their parents’ examples, Emilie, Matthew and Jeannine each pursued a career highlighting their creative talents.

Diane was buried in Pepperell Cemetery, down the street from their historic home on Elm Street, after a courageous battle with lung cancer. Her legacy to the community she loved and the friends she left behind is exemplified in this quote:

“Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in.”



2017 STATE AND NATIONAL OFFICIALS

United States Senators

Edward J. Markey

318 Russell Senate Office Building
Washington, DC 20510
202/224-2742

975 JFK Building, 15 New Sudbury Street
Boston, MA 02203
617/565-8519
<http://markey.senate.gov>

Elizabeth Warren

317 Hart Senate Office Building
Washington, DC 20510

2400 JFK Building, 15 New Sudbury Street
Boston, MA 02203
617/565-3170
<http://warren.senate.gov>

United States Representative – 3rd Congressional District

Lori Trahan

1616 Longworth House Office Bldg.
Washington, DC 20515
202/225-3411
<http://trahan.house.gov>

126 John Street, Suite 12
Lowell, MA 01852
978/459-0101

State Officials

www.mass.gov

Governor Charlie Baker

State House, Room 280
Boston, MA 02133
617/725-4005

Secretary of State William Francis Galvin

State House, Room 337
Boston, MA 02133
617/727-7030

Attorney General Maura Healy

One Ashburton Place
Boston, MA 02108
617/727-2200

Senator - 1st Middlesex District

Edward Kennedy

State House, Room 405
Boston, MA 02133
617/722-1630
Edward.Kennedy@masenate.gov

Lt. Governor Karyn Polito

State House, Room 280
Boston, MA 02133
617/725-4005

Treasurer Deborah B. Goldberg

State House, Room 227
Boston, MA 02133
617/367-6900

Auditor Suzanne M. Bump

State House, Room 230
Boston, MA 02133
617/727-2075

Representative - 1st Middlesex District

Sheila C. Harrington

State House, Room 237
Boston, MA 02133
617/722-2305
Sheila.Harrington@mahouse.gov

Middlesex County

District Attorney Marian T. Ryan

15 Commonwealth Avenue
Woburn, MA 01801
781/897-8300
www.middlesexda.gov

Sheriff Peter J. Koutoujian

400 Mystic Avenue
Medford, MA 02155
781/960-2800
www.middlesexsheriff.org

AGRICULTURAL ADVISORY BOARD

In 2018, the Agricultural Advisory Board concentrated their efforts once again on the Pepperell Farmers Market. The market was held on every Saturday starting on June 9th through October 6th, from 9:00 AM to 1:00 PM. Consumer traffic varied, averaging about 150 shoppers, weekly.

We hosted the local musicians who performed during market hours. A variety of fruits, vegetables, meats, dairy products, and flowers were provided by our local farms. In addition, breads, pastries, crafts, and local charities contributed to the growth of the market.

The Pepperell Farmers' Market continued to collaborate with the Fourth of July committee, generating resident participation. The market also collaborated with the Fall Festival Committee.

Our meetings focused on gaining new vendors and increasing visitors to the market.

Keep in touch at our webpage at www.pepperellfarmersmarket.com.

BOARD

- Todd Russell,
Chair
- Bob Lindgren,
Member
- Erica McLellan
- Tony Beattie
- Kimberly
Hapgood-
White

BOARD OF APPEALS

Responsibilities/Duties:

1. To hear and decide appeals in accordance with Section 9200 of the Zoning By-Law.
2. To hear and decide applications for special permits as provided in Section 9221 of the Zoning By-Law.
3. To hear and decide appeals or petitions for variances as provided in Section 9222 of the Zoning By-Law.
4. To hear and decide appeals as provided in Section 9223 of the Zoning By-Law.
5. To hear and decide comprehensive permits as provided in Section 9224 of the Zoning By-Law.

Authority:

Town of Pepperell Zoning By-Law section 9220 and Massachusetts General Laws Chapters 40A, 40B, and 41.

2018 Activities:

Eleven (11) applications were received by the Zoning Board of Appeals in 2018. The table below contains a breakdown of applications which were decided in 2018 (includes three pending applications to be heard/decided in 2019):

	Granted	Denied	Pending	Withdrawn
Variances	1	1	1	0
Special Permits	5	0	1	1
40B Comprehensive Permits	0	0	0	0
Administrative Appeals	0	0	1	0
Amendments to Decisions	0	0	0	0

BOARD

Full Board Members (3)

- Mark Walsh, Chair
- Annette McLean, Clerk
- Sean McCaffery

Associate Board Members (2)

- Alan Leao, Jr.
- Vacant

Staff

- Cheryl Lutcza, ZBA Assistant

Resignations

- Jan Adamczyk (resigned August 24, 2018)

BOARD OF ASSESORS

The Board of Assessors submits herewith its annual report for the fiscal year ending June 30, 2019.

The purpose of the department is to establish fair and equitable assessments for the Town of Pepperell in Real Estate and Personal Property. In addition, the department is responsible for implementing the Motor Vehicle Excise tax, processing Real Estate, Personal Property and Excise tax abatements, and processing tax exemptions for qualifying individuals. The department administers special assessments for farm and forest management programs and charitable organizations. The Staff also assists other town departments, real estate agencies, surveyors, attorneys, and appraisers on a daily basis. The Assessors are also responsible for defending all appeals to the Appellate Tax Board.

Assessed values are subject to a five year review by the Massachusetts Department of Revenue. Fiscal 2019 was an interim year and the assessed values required an increase to reflect full and fair cash value as of January 1, 2018. For Fiscal 2019, the assessed values were based on sales from calendar year 2017. The tax rate was approved by the DOR on October 22nd and was set at \$16.59. The following tables show the changes in totals amounts to be raised, estimated receipts and property valuations over the past four years. Our next certification year will be Fiscal 2023.

	FY 2016	FY 2017	FY 2018	FY 2019
Gross to be Raised	28,217,288.71	28,109,642.40	30,119,885.26	32,471,544.92
Estimated Receipts Available Funds	9,828,485.29	9,135,271	9,622,426.93	10,522,756.00
Property Valuations	1,112,450,298	1,194,107,703	1,250,607,586	1,323,013,196
Tax Rate	\$16.53	15.89	\$16.39	16.59

Each year voters attend Town Meetings to establish expenditures for the ensuing fiscal year. The total that can be spent by the Town Meeting is capped under Proposition 2 ½, a ballot initiative passed in 1980, and this total sum of money necessary to run the Town determines the amount that must be raised through local property taxes. The tax rate is that percent of total assessed value necessary to meet monetary requirements established by Town Meeting appropriations.

The Fiscal Year 2019 Tax rate is set at \$16.59 per thousand dollars of value for all property classes: residential, commercial, industrial and personal property. This is 1.2% higher than last year's rate of \$16.39 per thousand. Assessed values have been increased to more closely reflect market trends. Overall, assessed values are up 5.8% from the prior tax year.

BOARD

- Michael T. Coffey
- Maureen S. Bolger
- Susan J. Smith

Staff

- Maureen Bolger, Assistant Assessor
- Anne Sidel, Administrative Assistant

A number of factors contributed to an increased tax rate. Generally the rate is increased by 2.5% per year under the confines of Proposition 2 ½. An increase is also allowed for any new growth over the year. Other increases to the tax base include debt service exclusions and over-rides previously voted by the Town Meeting. Fiscal 2019 had no overrides but did have a debt increase for the new high school, and new debt exclusions for the Squannacook, Varnum and Hawthorne Brook schools.

The following pie chart shows how the sections of the tax rate are spent. The tables below that show how the tax rate is calculated and some facts about property and taxes in Pepperell.

How Your Tax Dollar is Spent:

Average Assessment of \$330,066

Average Tax Bill of \$5,475.80

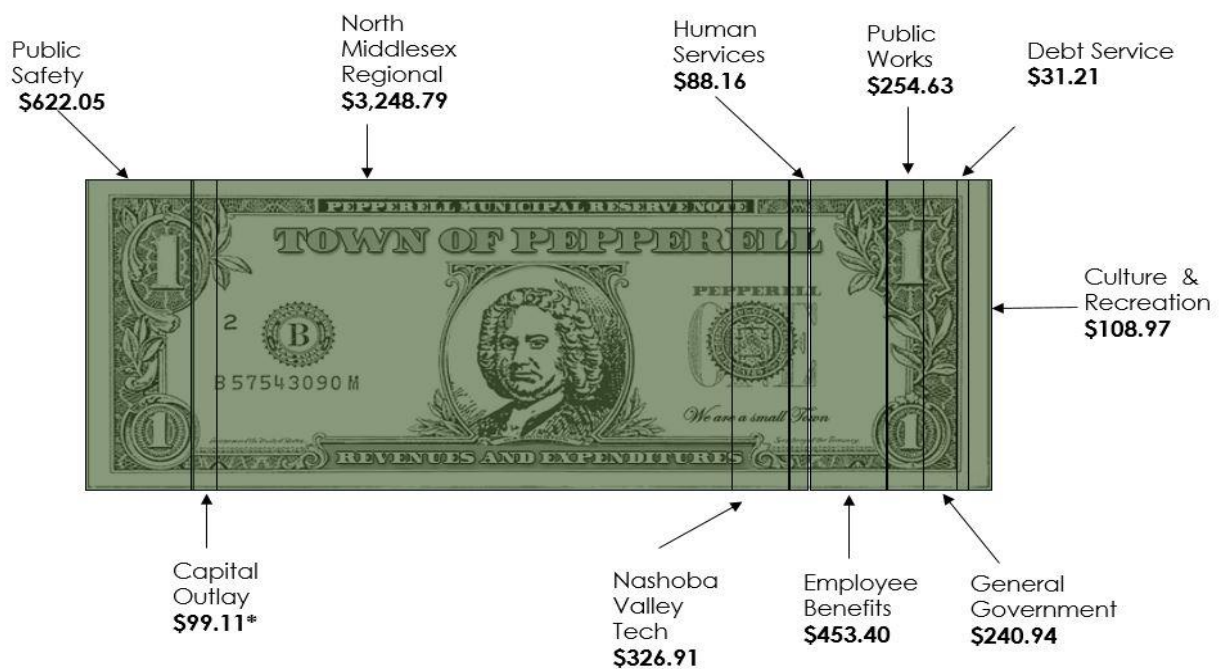


Table of Tax Rate Calculation:

Description	Increase to Levy	\$	\$ increase	Tax Rate
2018 Beginning Levy Limit / 2018 Tax Rate		19,063,442		16.39
Decrease in tax rate due to increase in values			-1.981	14.409
Additions to FY 2018 Levy Limit				
Prop 2 ½ Increase	476,586		.360	14.769
New Growth	253,064		.191	14.961
FY 2018 Levy Limit (before Debt Exclusions)		19,793,092		
Debt Exclusions:				
NMRSD (High School)	1,603,401		1.212	16.173
NMRSD (Nissitissit)	305,950		.231	16.404
NVTHS	88,308		.067	16.471
Fire Truck	36,362		.027	16.498
Squannacook	25,555		.019	16.517
Varnum Brook	96,640		.073	16.590
Hawthorne Brook	525		.000	16.591
Total Deb Exclusions		2,156,741	1.629	
Maximum Allowable Levy		21,949,833		16.591
Excess Levy Capacity		1,044.08		
Total Levy		21,948,788.92		16.59

Fast Facts and Figures:

All Real Estate:		Commercial/Industrial Properties:	
Number of Bills:	4,649	Number of Properties:	180
Total Taxable Valuation:	1,301,50,553	Average Valuation:	291,878
Total Taxes Levied:	21,592,558	Total Valuation	61,811,171
Total Number of Parcels:	4,666		
		Personal Property:	
		Number of Bills	306
Residential:		Total Personal Property Valuation:	21,472,643
Number of Single-Families:	3154	Total Taxes Levied:	356,231
Avg Single-Family Valuation:	330,066		
Total Number of 2-Families:	182	Exempt Properties:	
Avg 2-Family Valuation:	305,168	Number of Exempt Properties	259
Total Number of Multi-Families:	36	Exempt Property Valuation	94,352,500
Avg Multi-Family Valuation:	775,283		
Total Number of Condominiums:	253	Abatement Applications: (02/05/2019)	
Avg Condo Valuation:	179,903	Total Received:	37
		In-Process	3 (8%)
		Granted:	21 (57%)
Statutory Exemptions:(02/05/2019)		Denied:	2 (5%)
Granted:	180	Total Dollar Amount Granted:	6,191.47
Denied:	5		
Total amount exempted:	208,156	Motor Vehicle Excise (Calendar 2018):	
		Number of Bills:	14,661

		Total Exempt:	128
		Total Excise tax:	1,771,295
		Number of Abatements:	533

Taxpayers are reminded to read the reverse side of the tax bill. It contains valuable information concerning abatement and exemption information. Further information and current property values can be found at www.pepperell-mass.com, then choosing “Departments”, and finally “Assessors” at the website. More information regarding property tax bills can be found at www.mass.gov/dls.

CEMETERY AND PARKS DEPARTMENT

During the year 2018 we continued to operate the cemeteries on a twelve month basis. There were a total of 24 burials at Woodlawn and Walton Cemeteries. The total revenue from these burials was \$10,425.00. Of the 24 burials, 17 were cremations and 7 were full burials.

This year a total of 13 lots were sold; 8 were full burial lots and there was 5 cremation lots sold, the revenue generated from lot sales was \$4,550.00.

The Parks Department continues to maintain 50-plus acres of parks and recreational land. The Parks Department thanks organizations that contributed to the seed and fertilizer monies.

I would like to thank the entire Town Hall and DPW Departments for their support and cooperation throughout 2018.

Respectfully Submitted for the Board of Public Works,

Terence K. Spaulding

Cemeteries & Parks Department Manager

STAFF

- Terence K. Spaulding, Cemetery and Parks Department Manager

COMMUNICATIONS

Responsibilities/Duties:

- Emergency and routine radio dispatching of Pepperell Police, Fire, Ambulance, Highway, Water, and Sewer Departments on a 24 hour per day basis.
- Answering emergency 911 calls, and business calls for all the above departments, except for Highway, Water, and Sewer departments, answering those lines after hours.
- Performing Emergency Medical Dispatch services.
- Operation of the NCIC/LEAPS computer; allowing for input and retrieval of driver and Criminal history on a nationwide basis.
- Chronological documentation of all incidents and calls.
- Coordination with Civil Defense personnel during times of emergencies/disasters.
- Using the Code Red Notification System when necessary to alert the public.

Major 2018 Activities:

- 9701 Police Calls
- 1769 Fire Calls
- 768 Ambulance Calls
- 48 DPW Calls
- Upgraded the Dispatch Console, replaced a very old Console that was installed in 2001 with a new state of the art system.

Goals for 2019:

- Pursuing grant money to replace equipment.
- Continue to pursue a Regional Emergency Communications Center with the towns of Pepperell, Townsend, and Ashby.

STAFF

Communications Director

- David Stairs

Dispatchers

- Doriana Motta
- Vanessa Tenore
- Jeffery Noble
- John Stavro

Spare Dispatchers

- Shaun Shattuck
- Nick Pentedemos
- Edward Bushnoe

CONSERVATION COMMISSION

Pepperell has a seven-member Conservation Commission. The Conservation Commission works to protect Pepperell's natural resources. We do this in several ways. We are the local administrators of the Massachusetts Wetlands Protection Act (WPA), MGL Chapter 131, Section 40, and the Pepperell Wetlands Protection By-Law; we plan for and manage the Town's conservation properties; we work with and advise other town bodies such as the Planning Board, Board of Health, Building Inspector's office, and Department of Public Works on natural resources issues, and we provide information to town residents. The WPA and the Pepperell Wetlands Protection By-Law provide a review process for projects that could affect our valuable wetlands. In simplified form, the Act says that no one may fill or alter a wetland or wetland resource area without a permit. Under the WPA, the Commission, with the help of our administrator, reviews applications and renders findings.

Our local By-Law provides further guidance for property owners working near wetlands. Healthy, functioning wetlands protect our water supply, provide flood control, prevent pollution, and enrich our community's wildlife habitat. The WPA usually applies to any project if it occurs in or near wetlands. Typical projects include new buildings and driveways, changes to existing buildings or landscaping, tree clearing, and improvements to roads or utilities.

Applicants applying for building permits are routed to the Conservation Commission office to determine if their project will fall under the jurisdiction of the Commission. The table below shows the number of building permit applications reviewed.

	2015	2016	2017	2018
Building Permits Applications Reviewed	62	87	88	90

The Commission works with other land protection organizations to preserve land for conservation. Our open space properties are kept safe and accessible with the help of these partners. Pepperell is fortunate to have a community that supports and encourages the protection of our valuable natural resources.

During 2018, the Conservation Commission, together with the Nashoba Conservation Trust, coordinated monthly Natural History walks on various conservation properties. The walks were led by retired Natural Heritage and Endangered Species Plant Ecologist and Conservation Commissioner Pat Swain Rice. The walks have been a wonderful opportunity to learn about the natural history of each parcel and they expose attendees to protected open spaces they might not otherwise be familiar with. Attendees often found themselves in the company of a variety of experts who willingly shared their knowledge. Many attendees commented that they prefer to walk with others, not alone, when exploring the woods and they hope the monthly walks will continue. Planning is already underway to continue the walks in 2019.

COMMISSION MEMBERS

- Robert T. Elliot, Chair
- Kristina K. Masterson
- Robert C. Rand
- Patricia Swain Rice
- Peter A. Steeves
- Timothy P. Dinsmore
- Emily J. Boeing

Staff

- Paula Terrasi, Conservation Administrator

The Conservation Commission and the Nashoba Conservation Trust offered Breakfast with the Birds at the Heald Street Orchard in May. Interest in this annual event continues to grow and it is a wonderful opportunity to meet bird enthusiasts from all over New England.

The Commission continues to work with Eagle Scout candidates. Young men working to achieve the rank of Eagle Scout provide an invaluable service to the community with their contributions. Eagle Scout Samuel Jeffrey refurbished the sign and kiosk at Nissitissit Meadows. Samuel also provided a bench, which included a small trail, on the NCT *Sue's Ramble* property on Jewett Street. Samuel's projects have received praise by many visitors to these properties. The Commission continues to work with Eagle Scout candidate Mason Kosman to replace a sign on Lawrence Street at the Stewart Brook Conservation Area and a kiosk on Bemis Road. Eagle Scout candidate Aidan Morehouse is currently working on several signs for the River Road right of way to the canoe/kayak launch site. The Commission also supported the efforts of Eagle Scout candidate Tom Guiffre's on his project, which includes new signs for the Town Forest and a major cleanup of the Town Forest picnic area.

Together with the Nashoba Conservation Trust, the Conservation Commission continues to update the Pepperell Trail Guide with new trail information. Additional kiosks, with trail map holders, have been installed and are being well utilized by visitors.

The Commission continues to partner with the Nashua River Watershed Association (NRWA) on two projects. The Nashua River Aquatic Invasives Alliance uses a regional approach for controlling aquatic invasives on the River, with current efforts focused on controlling the 100 plus acres of water chestnuts present. The Town of Pepperell, working with the NRWA, was awarded \$50,000 as part of the DCR Matching Funds Program for treatment of the water chestnuts in 2019. This is the second year of a five-year plan to treat the invasive water chestnuts. The Conservation Agent continues to represent Pepperell on the 11-town Wild and Scenic Committee, which for three years has been conducting a study of the Nashua, Squannacook, and Nissitissit Rivers to determine if a portion of the Nashua River and two of its tributaries, the Squannacook and Nissitissit Rivers, would merit federal protection designation. All 11 towns supported the designation of the rivers and support for the Stewardship Plan created by the Committee, at their Annual Town Meetings. In September, Congresswoman Niki Tsongas introduced Bill H.R. 6825 – Nashua River Wild and Scenic River Act of 2018, the Congresswoman's final bill before retiring. The bill to designate the rivers as Wild & Scenic is now before Congress.

Under the direction and coordination of the Conservation Commission, volunteers provide an invaluable service to the Town by monitoring trails, clearing trails of debris and downed trees, mowing trails and small meadow areas, plowing parking areas during winter months, trash pickup, and assisting with other maintenance. Volunteers can sign up for the trail monitoring and maintenance program on the Conservation Commission webpage. While 99% of the maintenance of our protected open spaces is completed by volunteers, the Commission appreciates the support provided by the Town of Pepperell DPW when maintenance requires heavy equipment or exceeds the capacity of our volunteers. Maintenance of Pepperell's conservation areas include trail clearing and mowing but during 2018 the town also addressed some maintenance issues at Nissitissit Meadows. Portions of the split-rail fence were replaced at the Nissitissit Meadow's parking lot and signs were posted to warn those on horseback of the damage that can occur from galloping on the soft fields in spring. A Wildlife Habitat Improvement Program (WHIP) grant, once again, paid to mow the 80-acre meadow at the Heald Street Orchard, which is mowed every two years in the late fall.

We encourage you to visit our conservation properties. There are many passive recreational opportunities in Pepperell. Conservation land use permits are available for special requests. There are several yearly events where groups will request use of a conservation property. While the use is never exclusive, there have never been conflicts. Most conservation properties include trails that can be used for walking, running, biking, cross-country skiing, horseback riding, and snowshoeing. Some of our properties are available for hunting (see website for a list of properties open for hunting) but there are also opportunities for sledding, fishing, kayaking, canoeing, swimming, and ice skating. Maps of all conservation properties are available on the Town of Pepperell website as well as trail maps.

We invite you to visit our page on the Town's website by going to **<http://town.pepperell.ma.us/conservation>**. Our page details the workings of the Commission, including upcoming meeting dates and agendas, minutes to past meetings, access to permit applications, and information about Pepperell's conservation lands.

Please call the Conservation Commission office at 978-433-0325 if you have any questions or comments. Our Conservation Administrator, Paula Terrasi, staffs our office in Town Hall Monday through Thursday from 8:00 AM to 3:00 PM and Friday from 9:00 AM to noon.

The Pepperell Council on Aging

“Your Home Away From Home!”



Mission Statement: The Pepperell Council on Aging is a “*Home Away From Home*” environment dedicated to providing nourishment of the mind, body and soul offering support systems, social interaction, education, and physical activity for our senior citizens.

The center has had over 130 new members in 2018 and continues to grow. This center is a bright community full of life and memorable moments. This truly is a “*Home Away From Home*” for many of Pepperell’s seniors and offers a large amount of diverse services, activities, meals, entertainment, education as well as fostering a powerful community of friendships, games and fun.

The Volunteers

We have 230 active volunteers and they contributed more than 8,354 hours of service at the Center. These volunteers include many Pepperell residents, NH residents and local community nonprofit organizations, such as, The Friends of the Pepperell Senior, Pepperell Moms, Pepperell Women’s Club, Our Lady of Grace, Pepperell Christian Fellowship, The Pepperell Garden club, students from North Middlesex Regional High School as well as the New York service learning group, C & S pizza and Charlotte’s Cozy Kitchen. Volunteers are the lifeblood of the facility and as the Center grows in both patrons and services, their contributions cannot be minimized; we are immensely thankful. Volunteers include many vital organizations in which the Senior Center relies upon and frankly could not function without. They include, The Friends of Pepperell Seniors, The Pepperell Police and Fire Departments, the Pepperell VFW, the Pepperell Lions Club, the Pepperell / Groton Rotary and the Pepperell Business Association and other local businesses volunteer by serving meals and running programs.

STAFF

- Susan McCarthy, Director
- Michelle Ross, Outreach Coordinator
- Dianna Homoleski, Volunteer Coordinator
- Cheryl Blakan, Activities Coordinator
- Margie LaFleur, Office Assistant
- Dennis Valcourt, Chef
- Albert Harris, Custodian

Van Drivers

- Neil Cadogan
- Becky Torpey

Did you Know?

The Friends of the Pepperell Seniors are a 501c3 volunteer organization that supports the center and this community. Anyone, of any age, can join this fantastic organization. The Friends meet the first Monday of every month a 1:00pm. The membership fee is \$7.00 for a single person and \$12.00 per couple. This year the Friends have supported the center with the purchase of shades for every room, cleared our floors, food for our large events, they have helped with grants that needed support from a 501c3 and helped individual seniors when they are in need. This year the Friends contributed over \$6000 in support of our town.

The Outreach Services

The Council on Aging is dedicated to the well-being of our seniors and provides assistance with fuel & food assistance, bereavement, cancer support and Alzheimer's referrals, SHINE, File of Life, 5 Wishes, AARP tax preparation, and so much more. We are also the Salvation Army Service Unit for the Town of Pepperell, which meets additional needs of those within our community. In 2018 we helped more than 15 families in crisis. Some of the assistance used through Salvation Army were for fuel, food, utilities and prescriptions and other important every day necessities. We also engage in community collaborations with Montachusset Home Care, Town Nurse, Honoring Choices, Nashoba Valley Medical Center, Southern New Hampshire Medical Center, Home Care Agencies such as Senior Helpers, Right at Home, Home Instead and TRIAD program which manages town wide Hoarding Task Force. We also offer congregate meals at the center and "Meals on Wheels" (home delivery meals) which are provided by Montachusset Opportunity Council.

Did you know?

- More than 2,300 meals were delivered to homebound residents.
- Once a month the Nashoba Board of Health, Community Health Nurse does free health screenings, including, blood pressure, and diabetes checks, in addition, yearly flu shot clinics. Also, the wonderful nurses at Nashoba Board of Health do wellness checks when needed throughout the year.
- More than 1,600 contacts/ referrals/ office visits were made by our Outreach Coordinator.
- Over 350 letters of thanks, get well, thinking of you, sympathy and birthday cards went out in 2018.
- On any day you can pick up the File of Life or the Yellow Dot emergency information forms that help first responders serve you better.

The Services, Activities, Meals & More

Social, recreational, health and educational activities are numerous. All of our activities fun and social which create amazing energy. Some new things in 2018 were the start of "Choose to Lose" a self-past weight management, yearlong program to help people lose weight by teaching them healthy habits. This class was made possible by a grant from Community Foundation of North Central Massachusetts for \$4,274 and Greater

BOARD

- Peter Nordberg, Chair
- Irene Leddy, Vice Chair
- Sheila Jones, Secretary
- Lori Durno
- Phil Durno
- Fran Lamb
- Joanna Reagan

Lowell Community Foundation for \$3022. On that same idea we had a Cooking for Yourself class which taught people healthy ways to prepare meals for one or two people which was filmed and sponsored by Nashoba Valley Medical Center for \$858. We also started a third Bone Builders class due to the high demand for this evidence based program and started A Matter of Balance course that helps individuals learn exercises and asses an individual's life and home for safe living conditions. Also, in 2018 we started a Parkinson's support group once a month and a monthly cribbage tournament.

Along with these new programs we continue with Sir Williams readers, Pen pal letters, painting and sketching class, hearing testing and cleaning, dance class, the tooth fairy program and always day trips, flower arranging and card making monthly. In the summer months we have our evening events such as our annual car shows, rockin lobster party and dinner performances. We also have spa days, karaoke and DJ dance parties. This in addition to the staples that range from aerobics to movies, computer classes, bingo, yoga, Zumba Gold, folk dancing, walking, and more. The Senior Center serves lunch daily and provides in a given week about 165-180 people with a delicious and healthy meal. Our chef is talented and has over 30 years of experience. (Lunch is available to any Pepperell resident regardless of age.) Cost is just \$3 donation.

The COA is thrilled to leverage aggressive use of grants that this year allowed for evening performances of music, Choose to Lose and Pickle Ball starting this spring!

Did You Know?

- Nissitissit Middle School created a 40's, 50's, 60's and 70's mural. It is hung in the café side of the large room. Twelve amazing 8th grade artists designed the murals and were recognized at their 8th Grade graduation for their achievement.
- Sir William's Readers is a great intergenerational program. Seniors read to children grades K-4 at the Varnum Brook. This year the kids said that, "We weren't too old! "
- The pen pal program is another intergenerational program which has been enjoyed by seniors and students for many years. Letters are shared throughout the year and at the end there is a meet and greet where they get to meet their Pen Pal, have fun snacks and play games. It is a blast!
- Our Van Program has been successful and well received program, which currently serves over 61 Pepperell residents; and the demands here continue to grow. We provide a ridership on demand-response service offering transportation to medical appointments, shopping venues, and social activities, locally and to the Senior Center.
- The tooth fairy is a board certified licensed hygienist that does a full cleaning and referral to a dentist when needed.
- Dr. Gregorian, Podiatrist, comes every other month with a scheduled appointment.
- Rivercourt Residences sponsored an eight week introductory course on Tai Chi and now we have Tai Chi every Saturday morning at 9:30.
- Jacqueline Southworth, a licensed esthetician, does Mini Facials twice a month by appointment.
- Anne Sarsfield, Reiki Master, does Reiki every Friday by appointment.
- The children from The Moppet School, Nissitissit and Varnum Brook come and perform annually. Also several students from the high school volunteer their time to clean before and after events, serve meals for evening events, collect tickets and party with us.
- Technology classes are very popular and are customized to meet each individual's needs.
- Several non-profit groups and other town departments utilize the building after hours such as Pepperell Fire Department, Pepperell Garden Club and the American Legion.

COA Contacts and Hours of Operation

The Council on Aging Board meets the second Tuesday of each month at 6:00pm at the Town Hall, located at 1 Main Street in conference room A. The Board members for 2018 were: Chairperson Peter Nordberg, Vice Chairperson Irene Leddy and Secretary Sheila Jones, Lori Durno, Phil Durno, Joanna Reagan and Fran Lamb. Please remember the public is always welcome at these meetings.

The Senior Center is open Mondays, Tuesdays and Thursdays 9:00-4:00, Wednesdays 9:00-5:00, and Friday 9:00-2:00. We are located at 37 Nashua Road in a beautiful picturesque setting. Our patio overlooks the gorgeous landscape of Pepperell. The Public is always welcome; this is your home away from home. Please stop by for a guided tour! (No appointment necessary).

In conclusion, we would love to thank the community's ongoing support and we truly appreciate your donations and volunteer work.

Warmly,

Susan McCarthy
COA Director



QR Code for the Newsletter



CULTURAL COUNCIL



The Pepperell Cultural Council (PCC) is one of 329 Local Cultural Councils that make up the Massachusetts Cultural Council. This state program serves all 351 Massachusetts cities and towns.

The Pepperell Cultural Council grants money annually to support community-based arts, humanities, and science projects. The goal is to promote rich cultural experiences for our citizens. For the 2018 grant cycle, we awarded \$5,600 to 17 applicants. Supported projects included school field trips, after school programs, lectures and music performances. Many of the projects take place at the Lawrence Library, the Pepperell Senior Center, and our local schools. Other eligible locations are the Community Center, the Town Field or any other venue where local residents come together.

Individuals, schools, and cultural organizations are eligible to apply for project support from the PCC. All applications are filled out and submitted online through the Massachusetts Cultural Council. Applicants are welcome to contact the PCC with questions before completing and submitting grant applications. You can follow the Pepperell Cultural Council by visiting our [Facebook](#) page.

If you are interested in submitting a grant application, or if you would simply like to learn more about the Cultural Council, please visit <http://mass-culture.org>. The deadline for the 2020 grant cycle is on October 15th.

The PCC is actively seeking new members to join the council. Our membership consists of town-appointed volunteers for 3-year terms. If you would like to join the local council, email PCC chairperson Georgette Rogers at georgette@visionariesevents.com

BOARD

- Dory Clark, Secretary
- Michelle Nee
- Mauricio Puente
- Georgette Rogers, Chairperson
- Joe Rogers, Treasurer
- Terry Wilton

EMERGENCY MANAGEMENT AGENCY

The following is the Annual Report Submission for the Pepperell Emergency Management Agency for the year 2018:

The Local Emergency Planning Committee continues to meet at least twice annually, more as needed

This past year we launched a new shelter volunteer group of ~15 people with a welcome session and briefing held in October. The LEPC approved an Exceptional Needs Survey for residents requiring special assistance in emergencies, with the roll out facilitated by the Senior Center. MEMA Performance Grant was successfully secured for the procurement of additional portable radios and safety vests in preparation for launching a Community Emergency Response Team (C.E.R.T.) in 2019. The C.E.R.T program will supplement the Auxiliary Police force and assist with a number emergency related functions. More will be announced in the spring of 2019. The department has also been working on a fully updated and revised Comprehensive Emergency Management Plan which we expect to finalize in Q1 of 2019.

Working in concert with our Director of Public Works a second (Public Assistance) grant has also been submitted to FEMA and controlled through MEMA requesting reimbursement for unusual DPW expenses incurred from the March 13-14, 2018 snow storm. This grant has already qualified for conditional approval pending the completion of back-up documentation and eventually will bring needed relief of just under \$50K back to the town.

The RACES Ham Radio Operator group now led by Stan Pozerski continues to be available to the town to meet our communications needs during disaster situations and regularly conducts checks with the MEMA Radio Net as well as participates in the Nashoba Valley Amateur Radio Club and their regular activities. RACES members have also volunteered to be part of the upcoming C.E.R.T program.

Despite 2 new appointees in 2018, the voluntary Auxiliary Police program that supplements police services for the town has experienced a significant reduction in headcount primarily as a result of the required Reserve/Intermittent Police Academy that is now up to 372 hours and a cost of \$2,600 to volunteer one's time. All officers also attend a 32 hr. in-service class annually run by the Mass Police Training Council as well as department run monthly in-service training. With their education and experience our 12 volunteers continued to contribute ~1,850 hours of unpaid time for 2018. This includes: riding as cover officers in the full time cruisers; providing community patrol coverage in the Auxiliary

STAFF

- David F. Querze, Director
- Paul Nelson, Deputy Director
- Andrew MacLean, Town Administrator
- Chief David Scott, Police Chief
- Chief Toby Tyler, Fire Chief
- David Stairs, Communications Director
- Lisa Ferolito, Shelter Coordinator
- Peter Shattuck, DPW Superintendent
- Susan McCarthy, Senior Center
- Martin Cadek, IT Administrator
- Margie LaFleur, Board of Health
- Kalene Gendron, Nashoba Board of Health

cruiser; running traffic control for the Memorial Day and 4th of July parades and the Pepperell 5K charitable event. They also supported a regional cancer bike ride and provided community foot patrols on Halloween evening. Mutual aid was also provided to the Groton Road Race. And as a great example of emergency services we had 7 officers involved in shutting down roadways for 11 hours during the 8 alarm Wilson's Auto fire helping to secure the fire scene.

Appreciation goes out to all LEPC committee members who support our town's emergency readiness; to our R.A.C.E.S. radio team who has always been on standby to assist; to all the Auxiliary Police volunteers who help this program work in keeping the town safe; and to Chief David Scott, and the command staff/officers of the Pepperell Police Department from whose support and guidance we benefit.

FINANCE COMMITTEE

Responsibilities/Duties of the Finance Committee are summarized as follows:

- The Town financial plan shall be reviewed by the Board of Selectmen and the Finance Committee
- The subject matter of all proposals to be submitted to a town meeting by warrant article shall be referred to the Finance Committee by the Board of Selectmen
- The Finance Committee shall report, in writing, its recommendations on every article contained in a town meeting warrant together with a statement of the reasons for each such recommendation
- The Finance Committee shall hold one or more public hearings to permit public discussion of the subject matter of all articles contained in the warrant
- The Finance Committee shall have authority to request additional information on budget matters directly from the Town Administrator
- The Finance Committee shall have such additional powers and duties as may be provided by General Law or by-law.

BOARD

- John Ladik, Chair
- Robin B. Rose Buxton
- Sean McGinty
- Mark Vasapolli
- Quinton Cutler

Appointing Authority:

Town of Pepperell Charter Article 2, Section 2-3 (b.)

Activities:

The Finance Committee met a total of 8 times starting on 11 January 2018 and ending with the 24 September 2018 meeting. The committee met with the Pepperell Department Heads, the Superintendent of the Nashoba Valley Technical High School, and the Superintendent of the North Middlesex Regional School District to discuss their respective budget proposals for fiscal year 2019. The Finance Committee also met with the Pepperell Board of Selectmen to review the budget and held a meeting to give the residents of Pepperell a chance to express their thoughts on the budget. In addition, the committee met to review all the warrant articles for the Annual Town Meeting and the Special Town meeting. The committee presented their recommendations at the two meetings.

For the Annual Town meeting the Finance Committee voted unanimously to recommend passage of the majority of the articles. Those articles with controversy included the following:

- **Article 7, budget item IV (NMRSD Budget), voted 2-2**
 - For: Good for the Town
 - Against: Too expensive; costs are not sustainable

- **Article 15, appointment of TA to sell Peter Fitzpatrick School, voted 2-2**
 - For: Too expensive to mothball at \$40,000 for FY'19
 - Against: Need to keep it for future use
- **Article 19, purchase a ladder truck, voted 3-1**
 - For: Replace broken ladder truck
 - Against: Raises taxes and no cost/benefit/risk analysis presented
- **Article 20, hire two additional police officers, voted 2-2**
 - For: Need additional officers
 - Against: No money in the current budget for salaries

For the Special Town meeting the Finance Committee voted unanimously to recommend passage of all of the articles except for:

- **Article 3, requested \$1,400,00 to purchase a ladder truck, voted unanimously not to recommend**
 - Chief Tyler did not have any quotes for a new or used truck and did not provide a recommendation on what should be purchased

Accomplishments:

The major outcomes of the meetings were the development of a balanced, comprehensive budget for the town. The fiscal 2019 Town General Fund Budget total is \$26,961,741 and is allocated across the major components as follows:

Part I	General Government	\$ 1,186,776
Part II	Public Safety	\$ 3,063,249
Part III	Nashoba Valley Technical High School	\$ 1,610,908
Part IV	North Middlesex Regional School District	\$ 15,997,678
Part V	Public Works	\$ 1,254,743
Part VI	Human Services	\$ 435,151
Part VII	Culture & Recreation	\$ 537,317
Part VIII	Debt Service	\$ 154,477
Part IX	Employee Benefits & Insurance	\$ 2,232,630
Part X	Capital Outlay	\$ 488,812

Respectfully submitted by the Pepperell Finance Committee.

FIRE DEPARTMENT

The Pepperell Fire Department is committed to protecting life and property in the community. Pepperell Fire Department provides Fire Rescue and Emergency Medical Services to the Town of Pepperell. Highlights from 2018 include:

896 Emergency Medicals Calls

373 Fire and Rescue Calls

Additionally Pepperell Fire Department provides Fire Safety Awareness Education, CPR Training, Inspections and Permits including:

1378 Students Educated

184 Residents Trained in CPR

495 Inspections Completed

718 Permits Issued

DEPARTMENT OFFICERS

- Toby Tyler, Chief
- Milt Blood, Deputy Chief
- John Rose, Deputy Chief

In November 2016 we received an Assistance to Firefighters Grant for recruitment for the Fire Department. The grant total was \$64,316.00. This grant money will be used to advertise for call Firefighters and EMT's for three years. We are in the third year of this grant and have received many new recruits. If you're looking to join the Pepperell Fire Department give us a call at 978-433-2113



Our Fire Prevention Team went into the schools and daycare centers in October and November to conduct fire and life safety education programs for students in grades Pre-K thru 8.

Our Open House was a huge success in November. Children participated in numerous activities including, using the forestry hose to put out "fires" in the wooden house. They receive tours of the fire trucks, there were fire extinguisher demos and car extrication demos. Thank you to Willson's Junk Yard for supplying us with demo vehicles.



The Pepperell Fire Department continues its quest to say yes to every citizen that wants to learn CPR. We have 6 CPR Instructors on the roster. We were busy in 2018, doing recertification classes for all of our town offices that have automatic external defibrillators, doing new classes for businesses that have added them, keeping our members up to date and teaching many citizens of the town. Teaching CPR to the citizens is a great asset as it allows us to have an extension of emergency medical care at the incident, saving lives and improving morbidity. We would like to thank the Library for partnering with us and hosting CPR classes.

Calls for 2018:

Building Fire	9	Medical Calls	896
Mutual Aid Given Fire	20	Mutual Aid Given Amb	42
Cooking Fire	5	Chimney or Flue Fire	2
Fuel Burner Malfunction	2	Vehicle Fire	4
Brush Fire	8	Medical Assist EMS Crew	1
Motor Vehicle Accidents	79	Gasoline or other liquid spill	11
Gas Leak (natural or LPG)	8	Carbon Monoxide Incident	6
CO detector activation, No CO	6	Electrical wire down	10
Service Call, other	6	Lockout	4
Water problem, other	7	Animal Rescue/problem	2
Assist PD or other	7	Public service	12
Unauthorized burning	10	Cover assignment	17
Good intent call	5	Dispatched, cancelled	45
Smoke, odor of smoke	10	Smoke detector malfunction	87
Alarm system malfunction	39	Alarm system activation	19
Fire, Other	7	CO detector malfunction	6
Ice Rescue	1		

PERMITS AND INSPECTIONS ISSUED:

Oil Burners	59	Black Powder	2
Propane Storage	76	Fuel Transport	24
UG Tank Removals	6	Fuel Storage	3
Agricultural Permits	14	Public Safety	49
Open Burning	669	Fireworks Display	1
Smoke Detector	298	Fire Alarm Install	3

On October 1st at the Special Town Meeting the Town voted to purchase a new Ladder Truck. The truck was ordered in December and will be delivered in approximately one year. Thank you to the residents of Pepperell for your support.



At 12:10 pm on Friday, November 23, 2018, the alarm went off for a structure fire at 44 North Street. When the first crews arrived there was heavy fire blowing out the middle door. We called in mutual aid from surrounding towns and we had more than twenty-two towns here helping us. This was an eight alarm fire, I believe this was the largest fire in Pepperell's history. No Firefighters were hurt fighting this fire, I would like to thank the towns that assisted us fighting this large fire.

I would like to thank the other town departments that cooperated with us during the year and the neighboring towns for their mutual aid, with special thanks to the Pepperell Fire Department's Ladies Auxiliary for their help throughout the year.

BOARD OF HEALTH

Who we are, what we do....

The Pepperell Board of Health is comprised of three elected members and acts as the local arm of both the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection. We know that human health is tied to the health of the environment and our goal is to protect and educate the residents of the Town of Pepperell, both present and future generations. We are under the guidance of Nashoba Associated Boards of Health and work together collaboratively for the Town of Pepperell.

Over the course of this year the Pepperell Board of Health has welcomed a new employee, Ms. Brynn Montesanti, who has taken over the role of the Assistant to the Board of Health, she took the position over for Mrs. Sandra Gargan who retired in July, we would like to thank Mrs. Gargan for her decade of service to the town. Our health agent, Mrs. Kalene Gendron, has worked diligently with the Board and continues to offer exceptional guidance. The animal inspector, Ms. Robin Hebert, is the advocate for the animal population in our rural town and oversees the quality of their living conditions.

The Pepperell Board of Health spent countless hours and held several workshops drafting Fill Importation Regulations and finally adopted them on December 18, 2018. These regulations govern the transport of soil, sediments, rock and stone used to fill holes or depressions, create mounds or otherwise artificially change the grade or elevation of real property. Under the Regulations, such fill importation activities will require a permit from the Board of Health, certain activities, such as projects involving less than 3,000 cubic yards of fill and road construction projects are exempt from the Regulations. They also began a review of various forms of Tobacco Regulations and hope to draft and adopt regulations in the upcoming year, their purpose is to help people stop using tobacco products, prevent people (especially the youth) to start using the products and reducing the effects linked to tobacco use.

The Town of Pepperell has continued to increase their usage of the Devens Regional Household Hazardous Products Collection Center, also known as Devens HHW. In the year 2018, 97 Pepperell residents and small businesses disposed of approximately 7,776 pounds of toxic waste last year. Thank you Pepperell for your concern for our environment!

STAFF

- Sandra Gargan, Board Secretary (retired 7/2018)
- Brynn Montesanti, Assistant to the Board of Health (hired 7/2018)
- Kalene Gendron, R.S., Health Agent
- Robin Hebert, Animal Inspector
- Tamara Bedard, R.N., Town Nurse

About Nashoba Associated Boards of Health....

Since 2009, the Nashoba Associated Boards of Health has provided Pepperell with their continued knowledge and expertise, they aid us in meeting the challenges of environmental and public health needs in Pepperell. Nashoba's web site provides information for the public, you can visit that website at www.nashoba.org. Through membership in the Association, the Town of Pepperell has benefitted from the services of Nashoba staff including Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical and Occupational Therapists, Certified Home Health Aides and Registered Dental Hygienists. By the continued participation in this Association you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost.

BOARD

- Margie LaFleur,
Chairperson
- Philip Durno,
Member
- Virginia
Malouin,
Member

Environmental Health Department

• Environmental Information Responses – Pepperell Office Days	116
• Food Service Licenses and Inspections	20
• Tattoo / Tanning / Camp Inspections	4
• Housing and Nuisance Investigations	104
• Septic System Test Applications	24
• Septic System Lot Tests	86
• Septic System Plan Applications	25
• Septic System Plan Reviews	35
• Septic System Permit Applications (new lots)	12
• Septic System Permit Applications (upgrades)	16
• Septic System Inspections	46
• Septic System Consultations	38
• Title 5 Inspection Reports Reviewed	72
• Well Permits	6
• Water Quality / Well Consultations	39
• Rabies Clinics – Animals Immunized	43

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by American Nurses Association (ANA) 16 Standards of Public Nursing Practices.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, and safe drug/sharps disposal) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screening and education to all, especially the underserved and at-risk populations
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health)
- We make well-being visits to assess needs, coordinate appropriate care and service and provide case management as needed (health Promotion)
- We provide public health education
- We address psych-social issues that may impact general health and safety (i.e. hoarding)
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families.
- The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions

Listed below is summary of the activities of the Community Health Nursing Program:

- Nashoba conducted **12 clinics/programs/outreach** and those clinics offered your citizens blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions. A talk on ticks and Lyme Disease also was conducted.
- Our staff conducted **16 health promotion/well-being** checks in your community
- We administered **275 flu shots** through our annual clinics
- Nashoba reviewed, investigated and reported on the following cases of communicable disease from your community, though the daily reporting and investigating work is not always visible it is vital to protect the public:
 - **Investigated** **135**
 - **Confirmed** **99**
 - **Anaplasmosis** **9**
 - **Calicivirus/Norovirus** **1**
 - **Cryptosporidiosis** **2**
 - **Group B Strep** **1**

▪ Hepatitis C	4
▪ Influenza	79
▪ Salmonella	1
▪ Strep Pneumoniae	2

Dental Health Department

- **Instruction – Grades K, 1 & 5** – Nashoba’s registered dental hygienists provide classroom instruction of cleaning and maintaining healthy teeth to all children in these grades. This year we conducted 10 programs.
- **Examination, Cleaning and Fluoride – Grades K, 2 & 4** – Nashoba’s dental hygienists operated out of the school nurse’s office and records provided these services to those children whose parents gave written consent
 - **Students Eligible** **333**
 - **Students Participating** **167**
 - **Referred to Dentist** **23**

This annual report has been written in conjunction with data from the Nashoba Board of Health with a special thanks to James Garreffo and Kalene Gendron for your guidance and support through the years. We would also like to thank the Town of Pepperell for your continued support of the Board and welcome further suggestions for how we can best assist you. We will continue to strive to establish the best harmony between our town and the beautiful environment in which we live and for the betterment of the health and welfare for the people in it.

HISTORICAL COMMISSION

Under Massachusetts Law (Chapter 40: Section 8D) the Pepperell Historical Commission is charged with “the preservation, protection and development of the historical or archeological assets” of our town. To this end the Commission engaged in the following activities in 2018:

Colonel Prescott Statue

The town has never erected a memorial to the town’s most illustrious resident, Colonel William Prescott, the commander of the Battle of Bunker Hill. In 2017, the PHC started efforts to build a statue of Prescott. In 2018, an account was established for this purpose, and sculptors have been contacted. The PHC endorsed an overall conception of and location for the statue. Sample sketches and pricing from multiple sculptors were reviewed. A Facebook page was created for the Commission which included communications regarding the project.

Prudence Wright Overlook

The PHC continued to oversee the Prudence Wright Scenic Overlook including working with volunteers from the Pepperell Chapter of the DAR, Daughters of the American Revolution, to provide important maintenance services for the area. The PHC and the DAR reached agreement that the DAR would provide responsible stewardship of the Overlook area by providing the labor for routine yearly maintenance. The PHC extends their sincere gratitude.

Metal Detectors

After a town resident approached the town asking for permission to look for buried artifacts on town properties using a metal detector, the PHC voted to recommend to other town boards that metal detecting, digging and removal of property not be permitted on town-owned lands within the National Register Historic District. The PHC plans to expand their recommendation in 2019.

Master Plan Revision

Chair Diane Cronin was appointed to the committee charged with updating the town master plan. She conveyed to the committee the concerns of the PHC regarding historical preservation, particularly getting the town to adopt the Community Preservation Act along with other effective tools and actions.

COMMISSION

- Diane V. Cronin, Chair
- Ronald Karr, Clerk
- Dean Johnson, Member
- Francine Crowley, Member
- Cory Minichino, Member

INFORMATION SYSTEMS TECHNOLOGY DEPARTMENT

The Information Technology Department is responsible for purchasing, installation, maintenance, security and support of all workstations, servers, printers, phone systems and network equipment/services. The department strives to provide full-time support to Town employees while continuously improving services and extending functionality to better serve the Town.

STAFF

- Martin Cadek,
IT Director

Strategic Initiatives

The IT department continues to maintain initiatives that follow industry best practices such as server virtualization, cloud technologies, standardization and automation of processes.

Accomplishments

- Upgrade of DPW hypervisor host using latest Gen10 HP ProLiant Server.
- Migration and upgrades of DPW virtual machines including the Water/Sewer billing system.
- Completion of approximately 1100 Helpdesk support tickets.
- Upgrade of UPS battery systems at Town Hall and DPW facilities.
- Consolidation of file storage at several Town facilities for improved file sharing and data security.

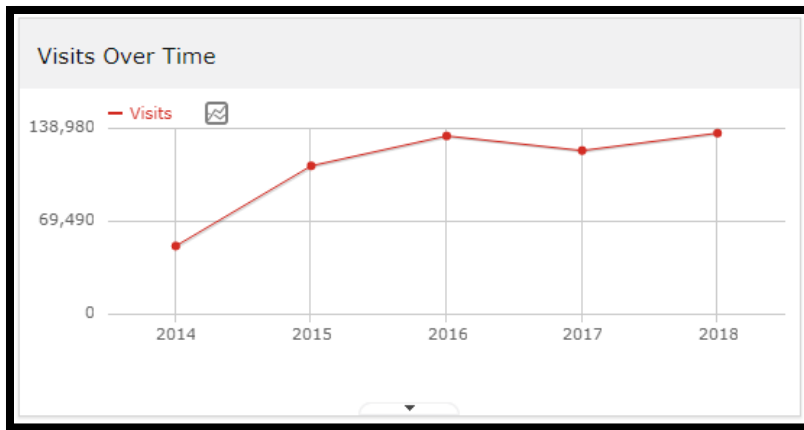
Information Technology Department continues to support day to day operations of approximately 150 users along with 100 workstations in 10 Town facilities, 9 virtual server hosts with 25 virtual machines and additional 100+ pieces of enterprise equipment such as routers, firewalls, switches, access points, printers and others.

Town of Pepperell has not experienced any significant system outages or data loss in 2018. The department will continue to strive toward continuous improvement.

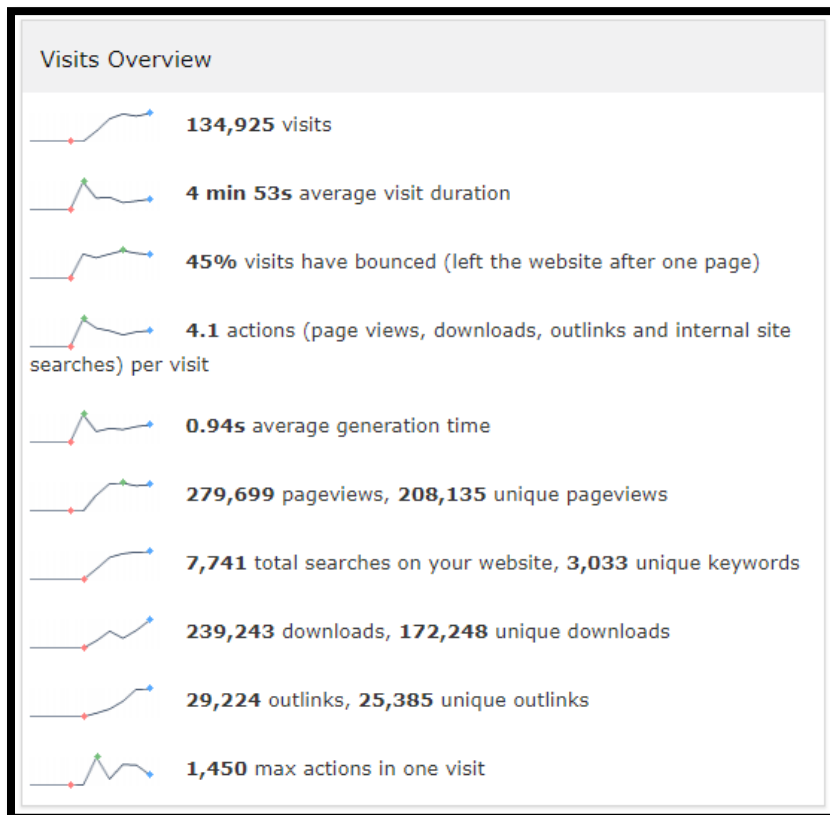
Web Statistics

	Total	% Increase from 2017
Town Website Visits	134,925	10.5%
Town Facebook Likes	613	15%
Town Twitter Followers	257	18%

Town of Pepperell Website – Total Visits Over Time by calendar year



Town of Pepperell – Visits Overview for 2018



Goals for 2019

- Continue standardizing and updating the Microsoft enterprise platform with Hyper-V hosts, Windows Server Virtual Machines and Active Directory with potential upgrade from 2012 to 2016 version.

- Evaluate feasibility of moving from on premise Microsoft Exchange to O365 hosted cloud solution.
- Continue the migration to Windows 10 on client workstations.
- Replace phone system at Town Hall.
- Assist with Wastewater Plant upgrade and SCADA modernization.
- Assist with the ongoing long-term project to regionalize Emergency Dispatch center in Pepperell.
- Implement new online services such as Online Permitting for the Building Department.
- Grow Social Media presence for the Town of Pepperell.

INSPECTION DEPARTMENT

The Building Inspector is charged with enforcing the International Building Code and the Town of Pepperell zoning bylaws to ensure compliance with minimum requirements to safeguard public safety. The Department processed 418 building permits, 15 of those were for single family homes. We also issued 158 plumbing permits, 197 gas permits and 293 electrical permits.

The Department works with the Fire Department to do public safety inspections of the schools, day care centers, public buildings and businesses with liquor licenses. We also address zoning issues and complaints.

Pepperell Place (the former Bemis Bag Company) continues to grow. 1-A Auto and Masy Systems are two recent businesses that are utilizing space in the building.

The window and door replacement project, along with the replacement of the roof and HVAC units at the Varnum Brook Elementary School took place over the summer. Additional work included upgrades to the exterior envelope, interior renovations and bathroom upgrades. Weatherization projects were done at several of the town buildings funded by the Green Communities Grant.

Assistant Ralph Gilmore retired as our Assistant Electrical Inspector in July and we thank him for his many years of service to the town of Pepperell. Derek Gilmore was appointed Assistant Electrical Inspector.

Building Department staff is available to answer your questions and address any concerns at 978-433-0329, or by email, at RKelly@town.pepperell.ma.us or shsmith@town.pepperell.ma.us.

APPOINTED POSITIONS

- Robert Kelly, Building Inspector / Zoning Officer
- Dana Barnes, Assistant Building Inspector
- John Dee III, Electrical Inspector
- Derek Gilmore, Assistant Electrical Inspector
- John Cryan, Plumbing Inspector / Assistant Gas Inspector
- Eugene Douglas, Gas Inspector / Assistant Plumbing Inspector
- Susan H. Smith, Assistant to the Inspectors

LAWRENCE LIBRARY TRUSTEE

Two thousand eighteen (2018) was a year of continued partnerships.

On May 5th, the Lawrence Library became the 6th Literary Landmark in Massachusetts! The United for Libraries Literary Landmark dedication was in



honor of Pepperell resident Barbara Cooney. Generations of families in Pepperell have been enriched by Cooney's books. She featured our beautiful Lawrence Library in her book *Miss Rumphius*, for which she received both the American and National Book Awards. This was a

collaborative effort by the staff, Trustees, Friends of the Library, patrons, and the DPW. A Lupine Garden was created to surround the dedication plaque which is mounted on an ornamental rock.

Also in May, the library budget passed at the Spring Town Meeting, ensuring that the library met the state minimum funding requirements for the third time in 5 years, and eliminating the need to apply for a waiver.



Building on the Lawrence Library partnerships with the Nashoba Conservation Trust and Pepperell Conservation, the Greens Brook Trail, located behind the library, was officially re-opened on June 21st. This collaborative effort between both conservation groups, the Bruce J. Anderson Foundation, Eagle Scout Shane Yost from Troop 13, the Friends of the Lawrence Library, staff, and numerous patrons resulted in a new ADA compliant trail which loops into one of the Nashoba Conservation trails. The grand opening was well attended and a perfect way to observe the Summer Solstice. View the recording of the library handicap trail opening here <http://vp.telvue.com/player?id=T02761&video=344255>.



BOARD OF TRUSTEES

- Charles Burnham, Chairman
- Carol Case
- Fred Kobs
- Bob Kowalski
- Ramona Reed, Secretary
- Lyn Warwick

Thanks again to *Green Community* grant funding, the interior lighting was updated in January, and on December 28th, the exterior light posts were installed. The LED lighting has greatly improved our electrical efficiency.

Again this year in June, the Children's Room partnered with the North Middlesex Regional School District to provide kindergarten students with tours of the library. Over one hundred children participated this year.



Our outreach program [Books to Keep](#) continues to be a strong partnership between the library, PACH, and the Friends of the Lawrence Library. The Lawrence Library was the first public library to launch this service in 2015. The goal of *Books to Keep* is to provide new and gently used books to children, teens, and adults in need through local food pantries or soup kitchens so they can create their own personal libraries. This is also a perfect venue to promote the many free library services we offer. Thanks to patrons and the Friends of the Lawrence Library we provided over 750 books in 2018.

The library's popular Non-Fiction Book Group, which was started with funding from a National Science Foundation Rural Gateways grant, continued in its second year, exploring topics such as yoga, food chains and locally-produced diets, workers' rights and industrial safety, ethics in scientific research with human subjects, interpersonal communication, and the black women who helped win the space race. Other book-related adult programs included the Sisters in Crime New England author panel, local chef Liz Barbour's discussion and demonstration of recipes from *The Indian Family Kitchen*, local author Sean McGinty's reading and book signing for his *Scéalai*, and the FrankenREADS series, which celebrated the 200th anniversary of Mary Shelley's *Frankenstein* with a lecture and discussion, and a movie screening.

The value of all services provided was **\$2,111,940**. The **total ROI** (return on investment) for the library CWMARS annual membership is \$324,278 (**15.4 times** our annual fee). The current collection is **69,272** items. Over **18,145** items were borrowed/requested just through interlibrary loan, making the library a net lender for the seventh consecutive year. **6,986** Pepperell residents have a current library card; we issue an average of 30 new cards each month.

[Library website](#) usage remained strong with over one million visits, as reflected by the continued usage of the online [eBooks](#), [databases](#), [room-booking software](#), [event calendar](#) program registration and [museum pass](#) bookings. We also added four new online services:

- [Global Road Warrior](#) - the world's most extensive country-by-country resource for learning about culture, customs, history, and language worldwide. Global Road Warrior TM consists of 175 Country Guides of 119 topics each. No other single resource covers so many topics, so well, for so many countries.
- [NuWav](#) Legal Documents - provides documents that meet the needs of the everyday Massachusetts and New Hampshire Citizens. Users may easily compose documents in categories like Business, Contracts, Landlord/Tenant disputes, Divorce and much, much more.
- [IndieFlix](#)- a movie service that offers access to pop culture favorites, box office hits, award-winning feature films, documentaries, and shorts.
- [Acorn TV](#) - streams world-class mysteries, dramas, and comedies from Britain and beyond. Binge-watch a classic series or discover your new favorite show among dozens of programs available exclusively on Acorn TV. With thousands of hours of commercial-free programming and new shows added weekly, there's always something to watch!



Additional online services: [ArtistWorks for Libraries](#), [Qello](#), [UniversalClass](#), and three Genealogy Resources: [Heritage Quest](#), [Ancestry](#), and [American Ancestors](#) (*in library usage only*).

All online services except Ancestry and American Ancestors may be accessed 24/7.

The library website is optimized for both computers and mobile devices. In April, the library began offering T-Mobile Hotspots for patrons to borrow. The library mobile hotspot program allows library card holders to

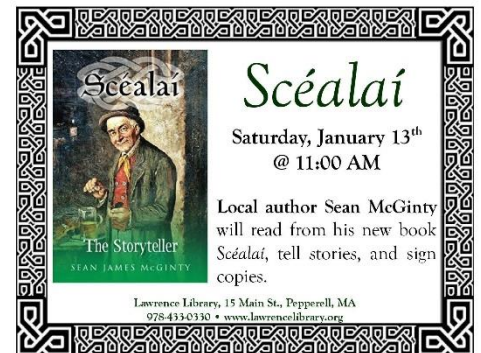
access free unlimited, high-speed Internet service anywhere a T-Mobile signal can be received. The monthly library newsletter is emailed to over 1,850 people, with open rates significantly higher than industry average.

It was another busy year for adult, teen, and children's programming with the library offering **455** special events/programs with attendance over 8,854. The Summer Reading Program theme for children was ***Libraries Rock***, and the library had 1,459 participants over the course of 10 weeks.

Pepperell Cultural Council grants allowed us to offer five special events: David Polansky *Music through the Decades, Moved and Seconded* by Rebecca Rule, *New Traditions for Thanksgiving* by Liz Barbour, *Singalong Farm* with Bright Star Theatre and Singing with Marcie.

Other events/programs we offered in 2018:

- For children - in addition to regularly scheduled Bouncing Baby Story Time, Baby Art and Tinker Time, and Preschool Story Time, Miss Shannon and Miss Jennifer offered Bubble Blast, Drop-in Movies, numerous crafting events, BINGO, Chess, Engineering Challenge, DIY Instruments, Homeschooling group meets, and much more.
- For teens – Super Smash Bros. Tournaments, YA Film Club, Pizza and a Movie Night, Tie-Dye Party, Drop-in Switch Gaming, LGBTQ+ Youth Group, Shibori Workshop, and more. For the 10th year, the library also provided video gaming at NMRHS Project Graduation.
- For adults - monthly: Fiction and Non-Fiction Book Clubs, Drone Club, Yoga with Meagan. Twice a month LGBTQ+ Adult Group. Weekly: Bridge Club, and Meditation. Other programs included: National Coffee Day, Reconstructing History & Genealogy: Mom's WWII Letters, Adult Crafting Nights, quarterly Henna Tattoos, Good Yarn, Qello concert movie series, Foster Parenting, CPR classes, Dungeons & Dragons Adult Gaming, and much more.
- For All Ages: Our second Annual Spring Peeps Diorama and Holiday Gingerbread House contests, in addition to our monthly art and music venues.
- The library also partnered with local organization and businesses to offer: Greens Brooks Trail, Living History (DAR), Books to Keep, and numerous Pepperell business sponsored programs.



The library continues to provide two community services which were started in 2015: The *Mobile Library*, in partnership with the Senior Center, was launched and provides delivery service of library books and media to homebound residents, and as previously referenced, [Books to Keep](#).

The library provided meeting space for 283 non-profit programs/events. Some of the community groups were

Support Group for Parents with Special Needs Children, political town committees, Destination Imagination, Friends of Pepperell, Brownies, Boy and Girl Scout meetings, PACH, Recreation Commission, Charter Committee, AA meetings, Town Department Head meetings, the Radio Club, piano recitals, Tarbell, Holland

FRIENDS OF THE LIBRARY

- Diane Temple,
President
- Laurie
Bulkow, Vice
President

& Berkshire Associations, Cultural Council, and Pepperell GreenUp.

Sponsored by the Friends of the Library ~ Year round art/photography exhibits in the Art Gallery. The library hosted the sixth annual *Art in Bloom* featuring birds from our Shattuck Bird collection. The library partnered with the Friends, the Pepperell and Hollis Garden Clubs, local florists, staff, and patrons to create this wonderful exhibit.



Thanks to the funding provided by Friends of the Lawrence Library, we continued to offer two free monthly music events throughout the year: *Live @ Lawrence Library* and *Open Mic* night. All performances are aired live and recorded thanks to our *Pepperell Community Media* partnership. The recordings can be enjoyed at <http://pepperellchannel.org/VOD.html> (select Lawrence Library Events).

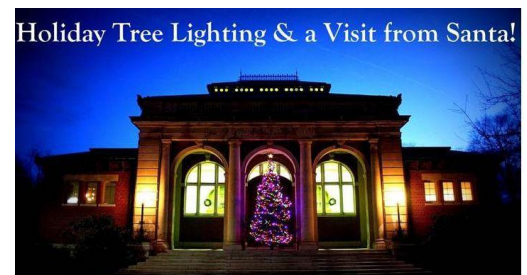


The musician lineup for 2018 included Gary Young & Friends, An Evening with Hiroya, Ulster Landing, Davis Polansky, Murphy-Clark Band, Arthur James, Ballou Brothers Band and Holiday Jazz with the Nick Goumas Quartet. Join our music mailing list for monthly email reminders.

The art gallery hosts monthly shows from artists and photographers, such as: Artists Rob Franco and Morgan French, A Winter's Tale by local photographers, Squanicook Colonial Quilters Guild, Mysteries Revealed – a collection of Nancy Drew and Hardy Boy Book Covers, Photographers Nick DePasquale and Joerg Meissner, and the annual summer Nissitissit/Varnum Student Art Show.

For more information on 2019 art gallery events bookmark the library's [In the Gallery](#) web page.

The Friends of the Library thankfully continue to provide their much needed monetary support. The Friends' annual fundraisers this year included the Cupcake Festival, the weekend Used Book Sale in March, and the Toy Yard Sale in April. These events, plus membership, made possible a \$12,000 donation for the purchase of children's books, **plus** the funding for ALL library programs, with the exception of the five sponsored by the Pepperell Cultural Council. Watch for details on the Wine Tasting in October 2019.



The Friends continued to fund twenty four [museum passes](#), sponsored the refreshments for the art gallery receptions, all music events, and Birds in Bloom; contribute funds to help expand programming; continue to fund the [electronic newsletter](#) (sign up today!) the library emails each month, coordinated numerous holiday craft programs, and funded/organized the annual Holiday Tree Lighting which once again drew over 500 residents. Their dedication, contributions, and support are much needed and always greatly appreciated! If you are not a Friends, [join today](#) as an individual, family or business.

Lawrence Library continues to utilize the most popular social media tools with a presence on [Facebook](#), [Flickr](#), [Twitter](#) and [Instagram](#)



Our launch of the [mobile app](#) from Boopsie for Libraries in 2016 continues to expand our commitment to smart phone users. If you are a Lawrence Library card holder you can access the library catalog, your account, and all of our online services with easy search features designed for your mobile devices. If you haven't yet, download this FREE app today!



In the coming year, the library will work to meet the state minimum funding requirements in FY19 and meet the requirements to comply with the state certification.

On behalf of staff, Library Board of Trustees, and Friends of the Library, thank you Pepperell for your support. If you don't have a library card, stop by for one – it's **FREE** and a great way to help stretch your budget! We hope to see you soon.

Did you know? The library offers free WiFi 24/7 and 2 T-mobile Hotspots, plus faxing, color and black and white copying/printing, and document scanning for a nominal fee.

Respectfully Submitted,
Debra Spratt, Director
On Behalf of the Library Board of Trustees

What's your library worth to you? Massachusetts Library Association has an online Library Service Calculator (<http://www.ilovelibraries.org/what-libraries-do/calculator>), which lets you determine the value of services/savings your library provides to you.

The estimated total dollar value of all services rendered for one year for Pepperell patrons is \$2,180,017. This total was calculated using borrowed materials (books, audio books and music, DVDs, magazines and newspapers), programs, computer and WiFi usage, museum passes, online databases, and reference assistance. Try this calculator and see what you'll save in just one month.

The [Library Board of Trustees](#) meet monthly on the first Wednesday at 7 PM.

Lawrence Library Hours of Operation:

Tuesday, Wednesday & Thursday	10am to 9pm
Friday	10am to 5pm
Saturday*	10am to 2pm
Sunday & Monday	Closed

As noted except closed Saturdays

*Summer Hours (June 1 – Labor Day Weekend)

NASHOBA VALLEY TECHICNAL SCHOOL DISTRICT

NASHOBA VALLEY TECHNICAL SCHOOL DISTRICT

100 Littleton Road, Westford, MA 01886 (978) 692-4711

www.nashobatech.net

The Nashoba Valley Technical School District was founded in 1965 by the towns of Chelmsford, Groton, Littleton and Westford to provide career and technical education to students of this area. By 1979, the Nashoba Valley Technical School District expanded to incorporate the three additional towns of Shirley, Pepperell, and Townsend. In 2012, the District grew once more with the addition of Ayer.

The Mission of Nashoba Valley Technical High School is to provide the highest quality academic and technical education possible to prepare our students for college and career paths leading to success in an ever-changing technological world. The school strives to promote citizenship through a safe and inclusive atmosphere encouraging a diverse population of students to become positive and productive members of the community.

Nashoba Valley Technical School District Committee Membership 2017-2018

Town Representatives

Al Buckley, Pepperell (Chairman)
Ronald Deschenes, Westford (Vice-Chairman)
Donald Ayer, Chelmsford (Secretary)
Ted Januskiewicz, Ayer
Christine Logan, Ayer alternate
Maria Karafelis, Chelmsford
Lawrence MacDonald, Chelmsford
Richard DeFreitas, Chelmsford alternate
Robert Flynn, Groton
Patricia Madigan, Groton alternate
Charlie Ellis, Littleton
Carl Melberg, Littleton alternate

Sandra Proctor, Pepperell
Michael Tang, Pepperell
Michael Morgan, Pepperell alternate
Brian Fulmer, Shirley
Tanya Clark, Shirley alternate
Karen Chapman, Townsend
Sheldon Chapman, Townsend
Emanuel Manolopoulos, Westford
Warren Adam, Westford alternate

Student Representatives

Zelie Sears, Pepperell, TV & Media/Theatre
Shantel Suero, Pepperell, Marketing

SUPERINTENDENT

Dr. Denise P. Pigeon



NASHOBA VALLEY TECHNICAL HIGH SCHOOL

100 Littleton Road, Westford, MA 01886 (978) 692-4711 www.nashobatech.net

Nashoba Valley Technical High School serves students grades 9–12 and also provides post-graduate programs for recent high school graduates in all career areas on a space available basis. Nashoba also offers a Continuing and Community Education Program with late afternoon and evening classes such as Electrical Code, Advanced Manufacturing, and Driver's Education.

PRINCIPAL

Mr. Matthew Richard

Enrollment Trends

Nashoba's school enrollment in October of 2017 was 716 students, 136 from the Town of Pepperell.

Nashoba Valley Technical School District Enrollment Trends



Town	Oct. 2013	Oct. 2014	Oct. 2015	Oct. 2016	Oct. 2017
Ayer	49	57	56	48	48
Chelmsford	173	185	184	191	198
Groton	39	39	36	39	35
Littleton	38	33	34	30	34
Pepperell	140	159	152	153	136
Shirley	69	85	72	58	54
Townsend	104	94	103	107	95
Westford	55	52	49	49	56
Total District	667	704	686	675	656
School Choice	68	63	65	69	60
Total	735	767	751	744	716

Workforce Skills Capital Grant Recipients

In February of 2017, the Nashoba Valley Technical School District received a second competitive Workforce Skills Capital grant in the amount of \$500,000. Through this grant opportunity we expanded our Engineering Academy into an innovative training environment with a specific focus on collaborative robots (collabots) for students in the Engineering Academy and Robotics & Automation program. New equipment provided the capacity for students to become certified in the Manufacturing Skills Standards Council production technician program as well as Fanuc's collaborative robot system (mass.gov).



In October of 2017 Students and staff welcomed Governor Charlie Baker, Secretary Peyser, and Secretary Acosta for a tour of our school and our special guests participated in the ceremonial ribbon cutting of our expanded and innovative Engineering Academy.

This grant follows the Workforce Skills Capital grant Nashoba Valley Technical School District received in the spring of 2016, also in the amount of \$500,000. We are very proud to receive this grant two years in a row. This competitive grant was awarded by the Baker-Polito Administration. Through this opportunity, Nashoba Valley Technical High School purchased equipment to add to our existing inventory. This increased our physical capacity to train students to operate both CNC and manual machinery making them highly marketable in the field and adding future skilled workers to the pipeline.

Academic and Technical Programming Updates

During the 2017-2018 school year, Nashoba Valley Technical High School continued to focus on updating program areas and maintaining a state of the art facility that is in line with industry standards. Engineering Academy and Veterinary Assisting received new equipment and updates to their areas. During the school year, the following Chapter 74 state approved technical programs were offered to enrolled students.

Auto Collision Repair & Refinishing		} Electronics/Robotics
Automotive Technology		Engineering Technology
Banking, Marketing & Retail	Engineering Academy	Bio-Manufacturing
Carpentry/Cabinet Making	Health Assisting	
Cosmetology	Hotel Restaurant Management	
Culinary Arts	Machine Tool Technology	
Dental Assisting	Plumbing/Heating	
Design & Visual Communications	Programming & Web Development	
Early Childhood Education	TV & Media Production/Theatre Arts	
Electrical Technology	Veterinary Assisting	

During the school year, numerous academic and special programs were also offered to enrolled students. This included courses at the Advanced Placement, Honors and College Preparatory level in all core subjects. Foreign language, music, theatre arts and additional elective courses were also offered for all interested students. We continued to actively participate in the state sponsored college Dual Enrollment program that allowed eligible NVTHS students the opportunity to enroll in courses at a local college while they are still in high school. In addition, college courses are offered on campus, known as concurrent college enrollment. Many Nashoba students in recent years have graduated with an Associate Degree from a college and their high school diploma simultaneously.

How are Nashoba's students performing on school accountability measures?

Nashoba Valley Technical High School has maintained Level 1 status, the highest possible, on the Massachusetts' Framework for District Accountability five-level accountability rating scale by continuing to meet gap narrowing goals on state assessment measures.

Other Accountability Measures*	Nashoba Valley Technical High School	State Average
2017 Attendance Rate	95.9%	93.2%
2017 4-Year Graduation Rates	99.5%	87.5%
2017 MassCore - Completing a Rigorous Course of Study	100%	80.9%

*Information taken from the 2016 School Report Card is available on the Department of Elementary and Secondary Education website at www.doe.mass.edu.

How are Nashoba Students performing on vocational technical accountability measures?

Vocational Technical High Schools are required to conduct an annual graduate follow up study to determine positive placement rates. Perkins positive placement includes participation one year after graduation in employment, postsecondary education, or the military.

Perkins Positive Placement Follow Up Study Results	Nashoba Valley Technical High School
2016 Graduates of Nashoba Valley Technical High School	99.3%
2015 Graduates of Nashoba Valley Technical High School	97.53%
2014 Graduates of Nashoba Valley Technical High School	97.40%

Community Service Project Updates

Our students have continued to be active in community service projects as a part of their technical program experience. Students and their instructors travel to various sites within our district to work on community service projects that have been approved and selected for their benefit to the community and the learning of our students. Students have participated in local Habitat for Humanity house building projects, renovations to town owned facilities, shed and kiosk building and other helpful community projects.

Extracurricular and Athletic Program Updates

Nashoba continued to provide an extensive program in intra-scholastic sports including varsity teams in 16 high school sports, with equal opportunities for both male and female students. Other extracurricular activities included Student Council, National Honor Society, Music Honor Society, Yearbook, Student Mentors, Students Against Destructive Decisions, Skills USA, DECA, Chorus, Drama, and many special interest clubs. During the year extensive fundraising by athletic teams and student clubs enabled the district to continue the policy of no user fees.

NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT

2018 Annual Report - Pepperell North Middlesex Regional School District

Randee Rusch, Chair, At-Large Member	William Hackler, Vice Chair, At-Large Member
David Carney, Member, Pepperell	Lisa Martin, Member, Pepperell
Crystal Messamore, Member, Ashby	Michael Morgan, At-Large Member
Susan Robbins, Member, Townsend	John Page, Member, Townsend
Craig Hansen, Member, Pepperell	

Brad Morgan – Superintendent of Schools

Student Representatives to the School Committee

2017-2018 School Year

Hadley Beauregard

Paige Zacharakis

Jacy Kretas

Report of School Committee Chairperson

At the North Middlesex School Committee's reorganizational meeting on May 7, 2018, Randee Rusch was appointed Chair, and William Hacker was appointed Vice-Chair of the committee. The district would like to extend thanks and appreciation for Jonna Clermont, Anne Adams, and Robert Templeton for their years of tenure and commitment to the students of North Middlesex. The district congratulates Craig Hansen, David Carney, and John Page for being elected to the school committee.

Report of the Superintendent of Schools

The mission of the North Middlesex Regional School District is *"To provide a comprehensive educational experience focused on students becoming contributing members of society."*

Each year, it is the Superintendent's job to advance that mission with a budget that puts in place people, programs, and buildings; that supports energized instruction and engaged learning; that pushes innovation in all aspects of the school experience; remain aligned with our core values; and provide sufficient resources to ensure compliance of all federal, state, and locally mandated educational programs and requirements.

The Strategic Plan of the North Middlesex Regional School District provides a road map for our work, with goals and strategies tied to our mission. In addition, we measure the success of our work against five (5) Core Values:

1. The well-being of our students is at the heart of what we do.
2. Learning is a lifelong process for both students and staff.
3. A safe and supportive school climate is essential to student success.
4. All members of the North Middlesex community have the capacity to grow and develop their character.
5. We respect diversity in all forms.

Aligning with this mission and vision, our primary budgetary goal is to provide students with the highest quality administrative and instructional staff, curriculum and assessment tools, and an environment conducive to each student reaching their potential. Strategic planning and a transparent budget process drives the prioritization of these goals with student outcomes at the forefront of what we do.

As 2018 ends, we reflect on some of the accomplishments, traction, and long term planning and strategies we have worked toward over the course of this school year. We continue our efforts to build positive relationships and trust with other Town Departments as we continue to join efforts in long term facilities planning, grounds improvement and upkeep, and school safety and security measures.

Volunteerism and Donations

North Middlesex Regional School District is a community of volunteers. The school committee and administration are grateful to all the individuals and groups who have made contributions to programs throughout the district. The committee is also thankful to those who have donated thousands of hours to help deliver educational services to the students of North Middlesex.

Personnel

The North Middlesex Regional School District saw eleven of its staff retire over the last year: Francis Fernandes, Karen Turgeon, Jody Dupuis, Joanne Davolio, Jeanne Wholey, Stephen Coughlan, Catherine O'Dell, Melanie Danker-Bittner, Donna Hoffman, Jeffrey Maider, and Kim McCarthy.

These staff members have left their positive mark on education in Ashby, Pepperell, and Townsend through their dedication to the students of the North Middlesex Regional School District.

School District Budget

Highlights of the Fiscal 2018 Budget:

- The district's FY 2018 operating budget consisted of \$52 million in current year appropriations. There were no additional votes to increase or decrease the operating budget during the year. The district reported actual to budget with 1.75% remaining in expenditures.
- Revenues came in \$677,686 higher than budgeted. Several one-time receipts included a refund of surplus E&D from the Valley Collaborative of \$346,684 and the close-out of before and after school revolving fund. State aid came in higher than projected by \$71,923. The district received \$525,019 in school choice funds and an additional \$80,000 from Medicaid Reimbursements.
- School Committee approved several budget transfers through the year to cover additional costs for the technology staff, custodial staff and contracted services for the superintendent search. In addition, a final budget transfer was approved for legal services, and to cover the purchase of the IP Phone system to all district buildings.

Capital Costs

Completed capital projects in FY2018 included:

- Continued classroom and flooring upgrades at Hawthorne Brook Middle School
- Painting of interior areas of the Nissitissit Middle School
- Technology upgrades continuing with a 5-year replacement cycle for Chromebook and desktop computers
- Paving upgrades at the HBMS and SECC garage and catch basin area
- Exterior painting at Spaulding Memorial School
- Upgrade of the preschool playground at Squannacook Early Childhood Center
- Continued work on the three Accelerated Repair Projects included the issuance of bid packages and awarded contracts for the following projects:
 - Squannacook Roof and Interior Repairs – Vanguard Construction
 - Hawthorne Brook and Varnum Brook Windows and Doors – Lockheed Construction
 - Varnum Brook Roof, Misc. Repairs and HVAC – E. Amanti & Sons, Inc.

Work began in the summer of 2018 and completion is expected by December 2018.

- The Phase II portion of the North Middlesex Regional High School project is ongoing with athletic upgrades, paving and the facilities building. The three towns approved the upgrade of the garage building for \$210,000. Ongoing work is expected through spring 2019. The district continues to work with the Owner's Project Manager, Heery International, Architect, Symmes Maini & McKee Associates, and the General Contractor, CTA Construction as the project moves into Phase II. More information on the project can be found on the project website www.nmhsproject.com.

Debt Service:

- The district continues to borrow using short-term notes for the Hawthorne Brook/Squannacook Septic project as well as the ongoing Accelerated Repair Projects and the final costs of the High School Construction project. The following bond anticipation notes were issued in FY2018:
 - Hawthorne Brook Septic Project \$533,371
 - Accelerated Repair Feasibility Study Varnum Brook Elementary and Hawthorne Brook Middle School \$200,000
 - Hawthorne Brook Middle School, Varnum Brook Elementary School and Squannacook Early Childhood Construction \$8,000,000, North Middlesex Regional High School \$10,000,000.

The long-term debt outstanding as of 6/30/18:

- Nissitissit Middle school construction refunding \$1,740,000
- North Middlesex Regional High School construction \$36,420,000
- North Middlesex Regional High School Feasibility \$380,000

The General Fund expenditures for the school year were as follows:

Personnel Services	\$27,387,981
Contractual Services	\$2,809,284
Supplies, Other	\$1,725,102
Utilities	\$1,381,123
Insurance & Retirement	\$7,909,134
Out of District Placement & Transportation	\$6,947,599
Debt Service	\$2,478,293
Total	\$50,638,515

2018 Federal and State Grants Received

140 Title IIA: Improving Educator Quality	\$64,756
240 IDEA Special Education Allocation	\$827,702
262 SPED Early Education Allocation	\$35,445
274 SPED Program Improvement	\$0
298 EEC SPED Program Improvement	\$0
305 Title I	\$157,088
309 Title IV (part A)	\$7,625
Total (FY18 grant awards)	\$1,092,616

North Middlesex Regional High School Building Committee

The district would like to extend its sincere thanks to the members of the NMRHS Building Committee for their commitment to the children of North Middlesex. The committee is comprised of members from each town, administration, teachers and town officials.

Robert Templeton, Chair, Townsend

Gary Shepherd, Vice Chair, Townsend

Susan Robbins, Alternate School Committee Representative (Townsend)

Nancy Haines, Business Manager

Isaac Taylor, Principal, NMRHS

Oscar Hills, Director of Buildings & Grounds

Jeremy Hamond, Director of Technology

Joan Landers, Superintendent

James Landry, Teacher, NMRHS

Sue Lisio, Townsend

Nancy Milligan, Assistant Superintendent

Stephen Themelis, Town Official, Pepperell

Heide Messing, Member, Townsend

David Amari, Member, Ashby

Craig Hansen, Member, Pepperell

Ronald Scaltreto, Member, Townsend

Special Education

The North Middlesex Regional School District Special Education Department continues to provide a wide variety of programming options for students with disabilities across the district. This programming includes providing support for students in inclusion settings (with their peers) and also programming options for students with more significant needs (students with autism, intellectual impairment, language based learning and/or emotional disabilities). The goal of all of our special education programming is to provide these supports in the least restrictive environment and, in most cases, within their 'home' school. Brad Brooks is the Director of Special Education for the district. The department, with the assistance of Assistant Director of Special Education, John Judge, and administrative assistant, Tracy Bitondo, works very closely with special education teachers, therapists, psychologists, guidance and related support staff and building administrators to provide this programming for our students.

As the district completed several accelerated repair projects (Varnum Brook, Squannacook and Hawthorne Brook) over the summer, three of our special education programs moved to begin the year. These moves included:

- The Gateway Program (vocational/life and transitional readiness program for students age 18-22) moved from the Peter Fitzpatrick School to Varnum Brook

- Our integrated preschool moved from Varnum Brook to the recently remodeled space at Squannacook
- The LEAP (Learning Enrichment Autism Program) moved from the Peter Fitzpatrick School to Squannacook

Additionally, the special education department moved (along with all of central office) to the Squannacook building.

As we have done in past years, district special education paraprofessionals participated in a series of trainings related to providing supports for our students (during scheduled district professional development days).

Our district mental health team (school counselors, psychologists, behavior analysts) participated in a series of trainings designed to support our students needing therapeutic supports and intervention. These trainings included topics such as suicidal ideations and interventions, assisting students with trauma and homeless/foster care services for students.

NMRSD continues to provide OUTSTANDING support to its students with disabilities across the district. This is evidenced by the wide range of students we support throughout the year. This is further evidenced by the fact the district returned 5 students from out of district (private school) placements at the start of and during this school year.

As Special Education Director, I would like to recognize and thank all of the teachers, paraprofessionals, administrators, related service providers and various support staff who create a warm and welcoming environment for our families and students on a daily basis. I am proud to work with them.

Respectfully submitted,

Brad Brooks, Director of Special Education

Curriculum and Instruction

The focus of the curriculum and instruction department is to ensure every student receives a guaranteed and viable curriculum experience that supports the strategic mission of the district. The mission of the North Middlesex Regional School District sets out “(t)o provide a comprehensive educational experience focused on students becoming contributing members of society.”

During the 2018 year, the district focused on the following strategic initiatives from our strategic plan.

Provide appropriate PD in order to build staff capacity in efforts to address the social-emotional needs of students and families and Develop and implement district-wide practices for supporting students’ social/emotional needs and behavioral health.

The social-emotional committee created surveys, met with key stakeholders within the district and in the community, and vetted a number of national resources to create a plan for the students and staff at North Middlesex. Following recommendations from the Department of Elementary and Secondary Education and the Collaborative for Academic, Social and Emotional Learning (CASEL), the district has committed to working with the Southeastern Regional Educational Service Center (SERESC) to provide two years of targeted professional development around the five key areas of social and emotional regulation. These include self-awareness, self-management, social awareness, relationship skills, and responsible decision making. The research states that supporting these five areas lead to students who are better prepared for both school and life challenges. Our hope is that by supporting the affective side of our students, we will enable them to become resilient, resourceful students in all aspects of their lives.

Create a hybrid of curriculum opportunities with higher level learning so that students will be able to expand their knowledge in specific areas and explore post-high school education.

The high school administration has been working diligently to expand the opportunities for students in a number of areas including updating and expanding internship and externship programs, implementing curriculum tied to post-secondary credits and concepts (such as Project Lead The Way), and engaging students in unique instructional practices that allow students to take more ownership of their learning, such as flipped classrooms.

Enhance accessibility of instructional technology and devices for teachers and students.

The North Middlesex Regional School District acknowledges that technology plays an integral part in our student's lives today and will in the future. NMRSD, therefore, has been working on a multi-year plan to enhance our infrastructure, hardware, and software options to help students and teachers maximize learning experiences. Although we know the most important aspect of a student's learning is the relationship with their teacher and that cannot be replaced, we also acknowledge how the use of instructional technology can enhance learning. It continues to be a priority in the district to be the most effective and efficient with the use of technology to support our learners.

Respectfully submitted,
Nancy Milligan
Assistant Superintendent of Schools

Squannacook Early Childhood Center

Our district preschool, Squannacook Early Childhood Center (SECC), has recently moved to our new location, 66 Brookline Street, Townsend, Ma. The NMRSD district preschool serves Ashby, Townsend, and Pepperell. A new preschool playground was just installed this past fall for our students to enjoy. We continue to offer a variety of different programming options for children ages 3-5. Our enrollment includes both peer role models and special education students. We follow the district school calendar established by the NMRSD School Committee.

Currently SECC has five classrooms. In addition to our integrated preschool we also house our +STEPS (Social Thinking Executive Planning Strategies) program, and LEAP (Learning Enrichment Autism Program). In addition to our staff, we have a school nurse, secretary, and a preschool coordinator. SECC offers an array of programming opportunities to meet the individual needs of all children. Each of our classrooms promotes a child's emotional, social, physical and cognitive development.

The preschool program is an integrated model that follows the Massachusetts Curriculum Standards, which emphasizes a range of developmentally appropriate, open-ended, hands-on activities. We use Lively Letters, which is a multiple sensory reading program as well as the social curriculum, We Thinkers, a multiple sensory social emotional learning program. We are also embarking on a new reading app through our partnership with Footsteps2Brilliance. Footsteps2brilliance allows students to access games and eBooks through a free app we use within the classroom, as well provide families a home access piece. Students participate daily in choice time, circle time, structured learning activities, snack time, music, story time, movement and social skill development. The child's daily program often includes expressive activities such as art, music and dramatic play. Children also have numerous opportunities to work on independent decision making, group cooperation, conflict resolution, social skill development, as well as classroom responsibility. Children are instructed in activities that develop fine motor, gross motor and communication skills. Each child is unique and develops at a different rate. Children are treated with respect and are encouraged to learn about their world through exploration and discovery. SECC provides a safe and accepting environment where preschoolers have fun, while being encouraged to learn the cooperation/socialization skills necessary for beginning their school career.

Each classroom is taught by a certified special education teacher and has a minimum of one paraprofessional. The teacher to student ratio is 7:1. The special education program at SECC has a team that consists of special education teachers, a speech/language pathologist, an occupational therapist, a physical therapist and a BCBA (Board Certified Behavior Analyst). A unique feature of our program is the integration of therapists into our daily schedule. At the end of a student's preschool experience, our teachers work with the kindergarten staff at each of the district's elementary schools to ensure a smooth transition for student success in kindergarten.

Thank you for the opportunity to share our accomplishments with the NMRSD community.

Respectfully Submitted by Preschool Coordinator,
Mrs. Anne Cromwell-Gapp, M.Ed., C.A.G.S. in Ed. Leadership

Varnum Brook Elementary School

Pepperell, Massachusetts families are involved in the elementary educational experience provided at Varnum Brook Elementary School. As the first school experience for children in grades kindergarten through grade 4, we value this parental investment. In 2017-2018 there were 545 students at Varnum Brook. Along with curriculum aligned with the Massachusetts Curriculum Frameworks, students are expected to expand their understanding of the arts and music, media and computers, health and establish a love of reading. This is all done through our Unified Arts. We strive to provide class sizes that are conducive to individual attention as well as a sense of community. In recent years, focus on addressing the social/emotional component of learning is also a daily part of every student's instruction.

For grades 3 and 4, students participated in MCAS testing utilizing the online component to complete the English Language Arts and Mathematics portions of the assessment. As a result of our participation in this assessment, a finding of "not requiring assistance or intervention" was assigned to Varnum Brook Elementary School. The reason for this classification is that Varnum Brook "is meeting targets". A full report can be found on the Massachusetts Department of Elementary and Secondary Education website at: <http://profiles.doe.mass.edu/accountability/report/school.aspx?linkid=31&orgcode=07350035&orgtypecode=6&>.

There is before and after school care available to our students. This is provided by *Kidsborough* at a cost to parents. The program starts at 7:00 AM and runs after school hours until 6:00 PM. Programs that address the needs of students from the three district towns continue to be housed at Varnum Brook Elementary School and include the ACHIEVE Program, the Therapeutic Learning Center (TLC) and the Language-Based Program. The district preschool was also housed in one wing of Varnum Brook Elementary School. This allowed us the opportunity to work closely with our youngest learners and the staff of the Early Childhood Center. The preschool will return to Townsend for the 2018-2019 year.

Over the summer of 2018, the Massachusetts School Building Authority supported building project commenced to replace windows, doors, and install a new roof at Varnum Brook. Our Parent Teacher Organization is comprised of volunteers who plan on providing students with enhanced educational opportunities such as field trips and the potential for an upgraded playground. A plan will be forthcoming to address the play area and outdoor needs at Varnum Brook. As always, we extend our appreciation to the entire Central Office staff for their support and guidance throughout the school year, as well as the other schools in the District.

Mission:

The mission of Varnum Brook Elementary School is to provide a quality education that encourages every student to realize his/her fullest potential.

Vision:

Varnum Brook Elementary School is a place where all students are encouraged to strive for excellence: academically, socially and emotionally in a safe and supportive atmosphere. Our goal is to work in partnership with parents and the community to create an engaging learning experience. Our students will have opportunities to inspire, explore, discover and create.

Sincerely,

Tara Hanley, Ed.D.
Principal

Jill Jarvis
Assistant Principal

Nissitissit Middle School

The Mission of the Nissitissit Middle school is to recognize the unique needs of the middle school student while providing a safe and respectful learning environment that inspires students to exhibit the core values of GREAT: Grit, Resilience, Effort, Attitude, and Try Again.

This year the Nissitissit Middle School welcomed 524 students into its classrooms. We continue to support our mission statement realizing that we must evolve to support our students instructionally and emotionally based on the data we collect and analyze. We believe all students can succeed and we will continue to work towards that goal.

Our state of the art media center is being used to produce the NMS News. Students have also been able to use it to develop presentations for their classrooms. We are very grateful for this equipment. We have acquired more technology, specifically chrome books which are being used every day for student teaching and learning. We have added additional SMART Board technology as requested by our teachers. We have two STEAM days every year. These days are committed to exploring new ways of learning in science, technology, engineering, art and math. We hope you can attend one this year.

We have a dedicated arts department. NMS continues to use the 502 seat auditorium for student plays, musicals and concerts. We have a well-equipped band room as well as a dedicated music classroom and chorus room. When you enter our school you most likely will hear music or voice. Our students attend many competitions and festivals. They have received many awards for their hard work. Our art classrooms are well stocked and provide students with opportunities to explore many types of interests. Their work is often displayed in our community; recently the Lawrence Library.

We understand the many immense challenges students face every day. We have a Health and Physical Education program that emphasizes the benefits of making life long healthy choices. Our PE teachers have been able to acquire Concept Rowing Machines as part of a study and now we have some active rowing going on.

Nissitissit, as well as all the schools in the district, will continue to increase our social emotional awareness. Due to the rising number of students who have social emotional deficits, we will continue to make this a focus in our School Improvement Plan. We have dedicated many professional development hours to this important and ever increasing aspect of student well-being. We continue to work with agencies to provide our families the support they need.

Curriculum is key to student success. The Nissitissit Middle School continues to offer our students access to a challenging curriculum that meets their needs. We are a school of dedicated staff that believe in the use of student data and the practice of data informed instruction. Our teachers meet regularly to look at student data and make informed instructional decisions as a result.

Nissitissit also provides a wide range of extracurricular activities for students. These activities provide additional opportunities for students to develop essential skills they can use as they mature and grow. Students can be involved in interscholastic sports, performances, intramurals, and many clubs.

We understand the importance of strong and effective communication. Our Nissitissit Blog continues to inform our parents. We also use twitter and Facebook when appropriate. Every team submits a monthly newsletter online so parents can be kept aware of all that is going on.

The staff at Nissitissit would like to thank the North Middlesex Regional School Committee and the entire Pepperell Community for their continued support. We are always grateful to our dedicated PTO for their constant support and providing our students with many items and programs which otherwise would not be possible. We thank all our parents, teachers and students who participate in our fundraising efforts. We recognize the exceptional work being done in this district. At the Nissitissit School, we will continue to provide the level of excellence our students deserve.

Respectfully submitted,
Diane Gleason, Principal

North Middlesex Regional High School

North Middlesex Regional High School serves students in grades nine through twelve and had 793 students enrolled for the 2017-2018 school year. We are dedicated to providing all of our students with a challenging, tailored learning experience that will prepare them to complete college and be successful in a career.

This year was our first in the new building, which has provided us with exciting, state of the art learning spaces. The move has enabled us to expand the scope of our existing courses, as well as introducing new courses and programs. This year we introduced TV/Media production classes, which have been heavily subscribed by students. We have continued to expand our engineering program, and have introduced three computer programming classes into the program of studies for the 2018-2019 school year. We have

continued to make significant strides towards meeting our school improvement goals, including mapping curriculum in common formats, and developing common interim assessments for all classes. Our ultimate goal is to ensure that all classes are standards-based, that there is consistency between teachers of the same courses and that there is alignment between progressive courses so that student learning prepares them for the next level of study.

In the fall, the New England Association of Schools and Colleges (NEASC) voted to remove NM from probation status! NEASC provides support for institutional self-reflection and continuous school improvement. In May, we submitted our five-year NEASC review and were able to demonstrate that had addressed the 2013 recommendations. One of the last outstanding recommendations to address was to adopt a common format for reporting grades to students and their families. This year teachers began regularly reporting grades on Aspen, our online student information system so that students and families are able to track student progress and attainment. We also moved to a more consistent grading system for midterms and finals (ten percent of the grade for midterms and ten percent for finals). This ensures that there is increased clarity over grading for students and families.

The new facility greatly enhanced our music and arts programs. This year we had two major musical productions, *Godspell* and *The Hunchback of Notre Dame*, which won awards for the following:

- Best Overall Production
- Best Actor
- Best Actress
- Best Supporting Actress
- Two for Best Featured Actor
- Best Featured Actress
- Best Chorus
- Best Orchestra
- Best Production Number
- Best Dance Ensemble
- Best Stage Crew
- Best Costumes
- Visual Excellence
- Best Technical Excellence
- Not-Your-Average-Chorus Member

Due to the flexibility of our commons area, we were able to move the NM art show back to the school (it was previously held at the Townsend library, and the senior sports banquet was also moved back to NM). The chorus and band have benefited tremendously from the new facilities. This year the Women's Treble Choir won a gold medal, the Chamber Choir won silver, the Concert Choir won silver, the Wind Symphony won gold, the Concert Band won silver, the Marching Band won two gold medals and took second place and Best Overall Music NESBA Season Championships Division II, the Jazz Band won two gold medals, Winter

percussion took second Place at the Concert Percussion Scholastic AA NESBA Winter Championships, and the Winter Color Guard won first place at the Scholastic Regional AA NESBA Winter Championships

The faculty continues to work on raising the bar so that all of our students are able to learn and grow.

Respectfully,
Isaac Taylor, Principal

RECREATION COMMISSION

The Pepperell Recreation Commission manages the Sis McGrath Community Center and offers a comprehensive recreation program for the Town of Pepperell. In addition, the Recreation Commission is responsible for the management and scheduling of all use of our town fields. The Community Center, located at 4 Hollis Street, is a public, affordable resource for the residents of Pepperell and surrounding communities to hold meetings, rent space for private parties, and host a wide variety of community events.

The Recreation Commission is supportive of many non-profit community organizations such as the Boy Scouts and Girls Scouts as well as many other non-profit groups.

Staffing

Nancy Archer is our Recreation Director. Nancy works part-time coordinating events and programs at the center, scheduling requests for all town fields, and working to upgrade and maintain our facilities.

Athletic Fields and Hard Court Facilities Master Plan

Over the past five years, this Commission has noted an increased demand on the town's athletic fields with limited budgeting for care and maintenance of these fields. The spaces we currently have simply do not meet the demand for all youth and adult leagues to have adequate practice and game time, while also allowing fields to "rest" as required for healthy grass growth and development. With the financial cooperation of youth athletic group's town wide, and support from the town at last fall's "Special Town Meeting.", the commission is currently working to develop a Master Plan for the athletic fields and hard courts (tennis & basketball.)

Community Center

The care and maintenance of The Community Center continues to be a high priority for this Commission. As a "Green Community" Pepperell qualifies for certain programs and funding to improve lighting, heating, etc. The Recreation Commission has been actively seeking out and prioritizing improvements which may be grant funded or reimbursable. Additionally, the outdoor bathrooms and storage shed have been identified as a possible capital improvement, upgrading the facilities and providing additional storage space for town events.

Program Highlights

Our Recreation Programs offer a variety of courses for all ages and interests (youth to adult), such as fitness programs, arts and crafts, archery, babysitting and home alone preparation courses and dance classes for kids, children's playgroups and vacation week activities.

The weather cooperated for our annual Easter Egg Hunt on the town fields this year (we were doubtful!) The Egg Hunt continues to be a very well attended event that fosters a strong sense of community spirit. Before the Egg Hunt, the Recreation Commission hosted a pancake breakfast with the

BOARD

- Timothy Doyle, Chair
- Brendan McNabb, Secretary

Staff

- Nancy Archer, Recreation Director

Easter Bunny. With help from Pepperell Lions Club, who manned the griddles, we served over 200 people. During the event there was face painting, crafts, pictures with the bunny and many smiles. Special thanks should be given to Dr. Davis Ice Cream for their donation, the Pepperell Lions Club and the many volunteers within the community that came to help at the event.

Thank you to the residents of Pepperell for your support of the Recreation Commission. Please visit our website at <http://www.town.pepperell.ma.us/recreation> for a complete Program Guide of our current offerings. As always, we welcome your ideas and input for program offerings. Please contact us at recreation@town.pepperell.ma.us with questions or ideas. We look forward to another great year of providing Recreation opportunities to the Town of Pepperell!

Respectfully Submitted,

Timothy Doyle

Commission Chair

Brendan McNabb

Secretary

PETER FITZPATRICK FEASIBILITY COMMITTEE

The Peter Fitzpatrick Feasibility Committee was appointed by the Board of Selectmen on July 30, 2018 with a charge of making recommendations to the Board regarding the future use of the Peter Fitzpatrick property. The North Middlesex Regional School District vacated the property in October 2018, with PACH Outreach moving out shortly thereafter, leaving this town-owned asset sitting unused. Our committee is working to determine which use(s) for the property will be in the best interest of the town, both short and long-term.

The committee has spent countless hours researching the history and condition of the property, including document searches, tours of the building, and review of the surrounding property. Input has been solicited from townspeople, community leaders, past tenants, and real estate experts. We have contracted the services of Brett Pelletier, COO of Kirk & Company, a real estate counseling firm. Brett has been gracious in providing his services pro bono and brings expertise in adaptive reuse of historic buildings, historic preservation and rehabilitation, risk management, financial and market feasibility, community development and strategic decision-making functions. With his assistance, we have explored sales and re-use strategies for comparable properties in the surrounding area.

Pepperell Community Media was generous with their time and filmed a virtual tour of the property. The intent of the tour is to show the community the overall condition of the building and surrounding property. You can view the virtual tour on our webpage at: <https://town.pepperell.ma.us/603/Peter-Fitzpatrick-Feasibility-Committee>.

An open forum was held November 18 where community members expressed their ideas for, and concerns about the property. Ideas included a community kitchen, arts and recreation programs, teen center, housing, after school programs, town services, and education. The committee is considering all options for the property and evaluating their impact on the community. Data was gathered regarding demolition of the building, sale of the property, partial demolition, subdivision, re-purpose/re-use, and any combination thereof. We have heard from the community the building is seen as an asset to the town and our preliminary recommendation is shaping up to align with options for re-using the property.

As we look ahead to 2019, our committee will continue gathering and analyzing data on the property. There will be additional community forums as we work to gather input and communicate progress with the town. Our goal is to come to a consensus, publish our findings, and make our recommendation to the Board of Selectmen prior to town meeting in the spring. Anyone with questions or comments is encouraged contact the committee at: peterfitz@town.pepperell.ma.us.

MEMBERS

- Craig Hansen, Chair
- April Healy, Vice-Chair
- Amanda Huntington, Secretary
- Deb Fountain
- Bill Greathead
- David Herman
- David Lavendar

PLANNING BOARD

The Planning Board is an elected board of five members with an appointed associate member. The principal ongoing role of this department is to serve the Town of Pepperell by reviewing and permitting development throughout the community under the jurisdiction of the state statutes as well as local regulations and bylaws.

This year, under the Subdivision Control Law an eight lot Open Space Residential Development located at 110 South Road was submitted and approved. Six Approval Not Required (ANR) lots were endorsed by the Board. The Board also approved one common driveway located at 87 Elm Street, also known as Scotch Pine Farm.

2018 has been a year of growth for the Master Plan Advisory Committee who works under the general guidance and direction of the Planning Board. This process has been guided by the Northern Middlesex Council of Governments, Pepperell's public regional planning agency. The Master Plan provides Pepperell's Boards and Commissions with the tools to ensure that their decisions and planning are based on an established set of goals and policies to provide for smart, sustainable, long term growth and development of our community.

Lisa Davis and Brynn Montesanti underwent Complete Streets Training which is a program sponsored by MassDOT of which the primary goal is to maximize the right of way to move people because human friendly streets create places people want to be! Complete Streets seeks to satisfy all points of view from the benefit of safety, fairness and equality, economy, livability, health and environment. There is funding available for this program for locally owned roads and it is a three tier program with tier one requiring a member of the town attend training and then followed by an adopted complete streets policy by the Board of Selectmen. The second tier is to prepare a prioritization plan which can be done by the Town or an outside consultant. MassDOT will fund us up to \$35,000 for the preparation of this plan. The Commonwealth of Massachusetts has recently made a 10-year, \$50 million commitment towards this program and encourages communities like Pepperell to participate.

In October the Planning Board embarked on the process to prepare a bylaw to regulate recreational marijuana, the purpose of this bylaw is to provide for the placement of Marijuana Establishments in appropriate places and to minimize the adverse impacts of these establishments on adjacent properties, residential neighborhoods, schools or other places where minors congregate. The goal is to have this bylaw voted on at the Spring Town Meeting in 2019.

BOARD

- Mike Dapcic, Chair
- Richard McHugh, Clerk
- Albert Patenaude, Member
- Paul Lonergan, Member
- Charles Walkovich, Member
- Casey Campetti, Associate Member

Staff

- Lisa Davis, AICP
- Brynn Montesanti, Assistant to Planning Board

The Planning Board wishes to offer its gratitude to all of the Pepperell Town Boards, Committees and Departments for their assistance and guidance throughout the year, We would also like to thank the residents of the Town of Pepperell for its continued support.

Please reach the office at 978-433-0336 or planning@town.pepperell.ma.us

Respectfully submitted on behalf of the Planning Board,

Brynn Montesanti, Assistant to Planning Board

POLICE DEPARTMENT

The mission of the Pepperell Police Department is to provide the highest level of protection and service to the citizens, business people, and visitors of Pepperell. Members of the Pepperell Police Department shall provide safety and security for the community by enforcing the bylaws of the Town of Pepperell, the laws of the Commonwealth of Massachusetts, and the Constitution of the United States of America. Members of the Pepperell Police Department shall be dedicated to provide the highest quality of public service with honesty, respect, and fairness. Working together with our community members, and focusing on the Pepperell Police Department's core values of professionalism, integrity, honesty and character, we strive to enhance the quality of life for everyone in our town.

The perpetual goals of the Pepperell Police Department are to identify criminal activity, pursue and apprehend criminal offenders and proceed in the prosecution of known offenders, to maintain a proactive patrol and investigation force and thus reduce the opportunity to commit crime, to facilitate the safe movement of people and vehicles through analysis and commitment of selective traffic enforcement resources, to perpetuate a sound managerial environment that focuses upon department goals and provides for career development, and to instill public confidence in the agency by maintaining a high degree of professionalism, dedication and expertise in police service.

The following table represents a sampling of the types and number of calls the Pepperell Police Department responded to and investigated throughout the year:

Year	2018
Total Police Calls	9701
Burglaries	4
Larcenies (includes cases of fraud/ID theft)	82
Disturbance calls (general)	102

STAFF

- David Scott, Chief
- Todd Blaine, Lieutenant
- Eileen Lundstrom, Administrative Assistant

TOWN OF PEPPERELL OFFICERS

- Alan Lessieur, Sergeant
- Nick Parker, Sergeant
- William Greathead, Sergeant
- Thomas Maskalenko, Sergeant
- Jeremiah Friend, Detective
- Steven Burke, Patrol Officer
- Bruce Haskins, Patrol Officer
- Jared Carrubba, Patrol Officer
- Fabrizio Vestri, Patrol Officer
- Stephen Mulkerin, Patrol Officer

Disturbance calls (domestic violence)	95
Assaults (Simple)	20
Assaults (Aggravated)	9
Motor vehicle accidents investigated	230
Arrests/Protective custodies	165
Motor vehicle citations issued	651
Impaired driving cases	17
Burglar/Robbery alarm responses	276
Animal complaints	129

Unfortunately, due to budget constraints, our police department continues to operate at less than full staff. We have been functioning with two less officers since 2009 and lost two more during the budget crunch in 2014. In 2016, an officer position was returned. In 2018 another officer position was returned, bringing the department to 16 full-time officers – still two less than our former full staffing level.

The 2018 officer position was filled by Officer Justin Zink. Officer Zink has worked in several different capacities for the town. He served as a full-time dispatcher for the communications department since 2006, but also served as a firefighter and EMT for the fire department, a plow truck driver for the highway department and an auxiliary police officer. Welcome to PPD, Officer Zink!

Earlier in 2018, we hired Officer John Coburn to fill the spot left empty by Sergeant Greathead's retirement. Officer Coburn joins us from the Manchester, NH Police Department and served several years on the Tyngsboro Police Department. Officer Coburn was named the department's new detective later in 2018. Congratulations, Detective Coburn!

The detective position was left empty due to the promotion of Detective Jay Friend to sergeant in the spring of 2018. Sergeant Friend came out on top of a promotional process with other internal candidates conducted by Public Safety Consultants, LLC. Congratulations, Sergeant Friend!

Our regional Community Outreach Initiative Network (COIN) program continued to assist first responders in identifying individuals that may be suffering from substance use and/or mental health disorders. Once identified, these individuals are connected to the COIN clinician who assists them in finding treatment or other forms of assistance. Additional grant funding from the Department of Mental Health in 2018 allowed COIN to add counselors and a part-time recovery coach.

Officer Haskins assisted the "Officer Phil" safety program in the elementary school in 2018, which is sponsored by local businesses (thank you!). Unfortunately, Officer Haskins was again unable to teach the DARE program in our schools due to school scheduling and police department budget issues.

Sergeant Lessieur was named our department's "Officer of the Year" at a ceremony held at our senior center honoring Pepperell's first responders in September. Thank you to everyone involved in that wonderful event!

Every member of our department participated in “No Shave November” for the Home Base Program, which helps our military veterans who suffer from the invisible wounds of war. Joined this year by fuzzy-faced teachers at the Nissitissit Middle School and some Pepperell residents, about \$3,000 was donated to Home Base.

Once again our police unions sponsored a delicious holiday meal for our seniors, with help from many town employees who served the food. The unions also sponsored the December veterans’ breakfast. Thank you to everyone who helped with these worthwhile causes.

The Pepperell Police Department continues to have a social media presence with a department Facebook page (“www.facebook.com/PepperellPoliceDepartment”) and Twitter account (“@PepperellPD”). These are free so please consider signing up to get the latest police department news in a timely manner.

In 2018, there were ten formal internal affairs complaints filed against officers alleging misconduct, with eight being filed by one individual. These complaints were investigated and none were sustained. I encourage anyone that is dissatisfied with our service to contact my office. All officers are expected to act professionally and provide fair and equal services to all citizens.

Please know that I welcome questions and comments from any of our citizens, businesspeople, and visitors. I ask that you call our department to report any suspicious activity that you may witness, and also to please remember to protect your property by securing your homes and locking your vehicles. The department wishes to thank the many members of the community who continue to support our police department and we will continue to provide the best possible service to keep Pepperell a safe and pleasant community in which to live and work.

Respectfully submitted,

Chief David J. Scott



(508)488-5072

The Northwest Middlesex Community Outreach Initiative Network (COIN) is a ten town collaborative seeking to assist those suffering from substance use and/or mental health disorders by connecting them to services and treatment options available to them. If you are interested in talking with one of our COIN clinicians, please call (508)488-5072. Someone will call you back within one business day. If you have an emergency situation, please call 911 or your local emergency service provider.



Some of the bearded members of the Pepperell Police Department and Nissitissit Middle School who participated in “No Shave November” to raise money for the Home Base Program.



Detective Coburn, former Communications Director Frank Quattrochi, and Sergeant Friend (L-R) take their turns flipping omellettes at the December Veterans’ Breakfast.

DEPARTMENT OF PUBLIC WORKS AND TOWN ENGINEER

Comings and Goings:

The DPW had several staffing revisions in 2018. Chief sewer operator Carmen DeFillippo retired in September after 29 years of service, and Dave Boucher was appointed to assume the chief operator position. Dan Mattus joined the water division in October, filling a vacancy created by Rob Maloney who resigned in the summer of 2018. Perhaps the biggest change in personnel was initiated in November when longtime Highway Superintendent Peter Shattuck announced his retirement, to be effective in March of 2019. Peter worked for the Town of Pepperell for 39 years, 29 of which were spent with the Highway Dept. His work with the Fire Dept. and Highway Dept. impacted every resident of town, and his legacy will be with the town for years to come.

With regards to the Board of Public Works (BPW), George Clark was elected to fill the seat formerly held by Commissioner William Kenison, who stepped down from the BPW in September, 2017. Robert (Jeff) Teller resigned his position in the fall of 2018, and this seat remained vacant thru the end of 2018.

A well-deserved note of thanks goes out to all the dedicated employees of the DPW who diligently work to maintain the Town's public works infrastructure, increase the quality of life for the residents, and provide the highest levels of customer service.

Water Division:

The Water Division was very busy in 2018. In the spring, the Town of Dunstable approached the Pepperell Water Division for assistance in operating Dunstable's water production and distribution systems. The Pepperell water staff conducted a thorough evaluation, provided an assessment of the systems, and stood ready to implement the much needed upgrades. Unfortunately, Dunstable did not feel that they were in a position to implement what Pepperell felt to be mandatory upgrades to maintain compliance; therefore, the relationship was subsequently terminated in late summer.

A formal water and sewer rate study was performed by Tighe & Bond in June, and the results confirmed that the water operation would need a significant rate increase to cover the capital costs associated with designing and constructing the water filtration plant at the Bemis Well site. The study did provide the water division a tool to monitor the adequacy of our rates going forward.

A Request for Proposals was solicited for the Bemis Well filtration plant design and permitting, and the contract was awarded to Weston & Sampson Engineers. It is expected that the plans and documents for the project will be ready for bidding in 2019.

The water administrative staff made significant progress in preparation for the transition to quarterly billing for water and sewer customers. This move will allow the departments to better track cash flow and budgets, as well as provide the customers with more timely information on their accounts which, in turn, will allow them to better manage their consumption and costs.

BOARD OF PUBLIC WORKS

- Thomas Nephew, Chair
- Lewis Lunn
- Paul Brinkman
- George Clark
- Robert (Jeff) Teller

Staff

- Kenneth Kalinowski, PE
Director, DPW
Town Engineer
- Susan Gurney,
Administrative
Assistant

Sewer Division:

In response to the final NPDES discharge permit issued for the Waste Water Treatment Facility (WWTF) by the USEPA in August of 2016, the Sewer Division hired a consultant (Wright Pierce) to evaluate the operations, suggest upgrades. They were subsequently retained to provide the final plans, specs and estimates required for bidding the WWTF upgrades. Kinsman Corporation of New Hampshire was the low bidder for the upgrade project which was awarded in September and is expected to be completed within 12 months.

As part of the WWTF upgrades, the office space will be expanded to allow for the consolidation of water and DPW administrative functions from Chestnut Street and Town Hall respectively. This will allow for more efficient interaction of the existing staff, especially when dealing with office coverages during sick leaves, vacations, etc... as well as provide for better customer service through more robust cross-training. It remains to be seen whether there are further efficiencies that can be realized when dealing with the inevitable changes on the horizon, including the impact of creating a new Storm Water Enterprise Fund and future staff retirements.

Negotiations for the renewal of the Inter Municipal Agreement (IMA) for providing sewer treatment for the town of Groton continued throughout 2018, and with both towns agreeing to a proportional flow-based cost apportionment, it is expected that the final IMA will be ready for execution in 2019. In the interim, Pepperell continues receiving wastewater from Groton under the provisions set forth in the old contract.

Highway Division:

As is their usual practice, the Highway Department spent much of their time in 2018 performing general maintenance of the road and sidewalk infrastructure. The primary duties include snow and ice removal during the winter months, and road repairs and paving in the summer.

Brox Industries was contracted by the town to provide and install the hot mix asphalt for the 2018 paving program, which included Prospect Street, Bennet Street, Brown Street, William Street, Elliott Street, North Street and Chestnut Street. Sections of East Street and Jersey Street were also paved, but Townsend St was removed from consideration due to cost and timing constraints. The Highway Division spent just over \$315,000 in available Chapter 90 funds - the towns sole source of funding for road construction - to repair and repave these streets throughout the town. In addition to preparing for these paving projects, what started as the repair of two catch basins transformed into a significant in-house effort by the Highway crew to rebuild the Leighton St drainage system in its entirety. Water and Sewer crews also assisted with this major project, as well as adjusting structures and rehabilitating infrastructure where necessary for the other paving projects.

Under the town wide Capital Program, the Highway Dept. received a much needed replacement for the front end loader in December. This is a 5-year least-to-own program that allows the town to spread the payments out for a reasonable time frame and still retain a significant portion of the useful life of the equipment. This piece of equipment was part of an overall Highway request for over \$700k in replacement equipment, much of it well past it's originally intended life span.

Parks and Cemetery: Continuing a long-standing tradition, the Town's parks, cemeteries, and common areas were again kept in excellent condition in 2018. Athletic fields and facilities were well maintained and

clean, and the cemeteries looked great, especially on Memorial Day when they are most visited. Parks and Cemetery also continued to work with the local athletic groups who contributed to some of the materials needs of the Division, such as seed and fertilizer, and this was greatly appreciated by the DPW. Without the generous donations from these groups, the condition of the facilities would degrade significantly.

Transfer Station:

The Transfer Station is an Enterprise Fund operation, which means it is funded by self-generated revenues and not augmented by tax-based funds. The town was operating under the first year of a new solid waste disposal contract that was renegotiated early in 2018. The costs increased approximately 5% and will continue to do so over the next 6 years. Revenue from the sale of recycled materials continued to drop due to a lack of a post-use market and trade restrictions and tariffs with large consumers of this raw material, such as China.

As mandated by the Massachusetts Department of Environmental Protection, the facility received its annual independent 3rd party inspection, and once again was found to be operated in an exemplary fashion, with no issues being noted on the report.

Once again I would like to extend our sincere thanks to Donelans Market and Pepperell Family Pharmacy for continuing to work with the town and the Transfer Station staff with selling the bag tags for trash disposal for the convenience of our customers.

Town Engineer:

The Pepperell Director of Public Works also serves as the Town Engineer, which results in savings to the Town on many issues. While budgets have been constrained, there has been no shortage on the amount of issues requiring the town engineers' time and assistance.

As in past years, a good amount of time was spent coordinating and assisting personnel issues including recruitment efforts. Most recruitments were relatively straight forward, such as the water operator and the sewer chief operator. The Town Administrator Search Committee (TASC), as prescribed by Section 4-5 of the Charter was created in late July upon the retirement of the former Town Administrator. I served as chair of this committee and we completed our efforts by making recommendations for the finalists to the Board of Selectmen in October. Andrew MacLean was ultimately selected to be the town's next Town Administrator.

Effective July 01, 2018, Pepperell no longer had a waiver from the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit program. Under this federally-mandated program, Pepperell will have 5 years to come into full compliance with all of the current permit requirements. The town filed the required Notice of Intent in September of 2018. At the Fall Special Town Meeting (STM) in October, the STM body voted to approve the creation and funding of a new Stormwater Enterprise Fund to be operated and administered by the DPW.

In the fall, I worked with representatives from state and federal emergency management agencies (MEMA & FEMA) to prepare and submit a reimbursement request for costs incurred during a federally declared disaster (snow storm) on March 13th / 14th. If approved, the town would stand to recoup approximately \$50k in costs associated with this event.

As Town Engineer, I consulted on a number of Planning and Zoning Board submissions in 2018. Among these were the continuation of the Birch Drive Open Space Residential Development (OSRD); the redesign of the

Robinson Hollow OSRD off of South Road, and a residential development planned for the former Scotch Pine Farms on Elm Street. Other projects requiring attention included subdivisions under construction such as Reedy Meadow Estates and Heritage Estates.

I continue to participate on the *Signs and Safety Committee* along with the Police Chief, Town Planner, a member at large, and Highway Superintendent. The purpose of this committee is to discuss roadway safety issues and requests for signage made by the residents. Aside from the usual residential requests for traffic control signage, much of the group's efforts focused on the potential upgrades to improve the safety at the Town Hall intersection of Main Street and Elm Street. Alternatives such as a traffic signal and a rotary/roundabout were considered but not endorsed for various practical and legal reasons; however, a plan to upgrade the various approaches to this intersection was prepared by this office and submitted to various Boards for review and comment. It was met with general approval and support, but awaits funding in order to be implemented.

In late summer, this office was successful in obtaining a DLTA IX grant through our regional planning agency (NMCOG) to review and assess the condition of, and recommended repairs to, the towns' network of publicly accepted ways. The NMCOG staff subsequently bolstered the effort with additional funding from their own budget, and the result was a basic pavement management system. While based on the methodology utilized by governmental agencies, the data can be exported into several commercially available software programs that will run within the parameters of the towns Geographic Information System (GIS), which itself is scheduled for a significant upgrade in the next 1-2 years.

As DPW Director, I work closely with the BPW to coordinate their meetings, to review the DPW bill schedules on a weekly basis, and address any specific requests made by the BPW. Review and approval of the bi-weekly DPW payroll is another duty for this office. As usual, I attended meetings with the Selectmen, the Finance Committee, and the public (including the Annual Spring and Fall Town Meetings) on budgets and other issues.

Respectfully Submitted

Kenneth Kalinowski, PE

Town Engineer / Director of Public Works

SEWER AND WASTEWATER DIVISION

Mission Statement: The mission of the Pepperell Wastewater Department is to convey and treat domestic and commercial wastewater to a level that meets or exceeds water quality limits for the Nashua River as set by the U.S. Environmental Protection Agency in the most efficient and cost effective manner possible.

Department Organization: The wastewater department has a staff of nine individuals consisting of a Superintendent, Administrative Assistant, one Chief Operator, two plant operators one Collection System Chief Operator, two collection system operators, and one Heavy Equipment operator/Laborer.

Department Functions: The wastewater department's primary function is to treat the town's wastewater to a level that meets or exceeds the stringent standards set by MADEP and USEPA. The department is also responsible for the operation and maintenance of 36 miles of sewer lines that make up the collection system. The department accepts flow not only from Pepperell residents and businesses, but also serves the needs of the neighboring community of Groton.

2018 Highlights:

During 2018, we signed a contract with Kinsman Corporation to construct the Wastewater Plant upgrades. Construction is expected to be completed by December 2019. The work was required in order for the plant to meet more stringent discharge limits contained in the reissued NPDES permit from the USEPA. The project will also replace outdated systems and provide a healthier and safer work environment for the employees.

Negotiations with the Town of Groton were ongoing throughout the year in an effort to draft a new Inter Municipal Agreement (IMA) between Pepperell and Groton, which allows the Groton to send wastewater to Pepperell for treatment. The original IMA was signed in 1987 and recently expired.

The staff achieved a 98.8% compliance rate with its current NPDES discharge permit, experiencing ten minor exceedances out of a potential 837 for the year. The permit contains several treatment standards that must be achieved prior to discharge to the Nashua River. The staff, in addition to other contract laboratories, is required to perform a multitude of sampling and testing procedures to insure that all the requirements of the permits are met. In addition to complying with treatment standards at the plant, the staff also operates and maintains 36 miles of sewer lines, 7 pump stations and over 800 manholes throughout the town to insure the entire system is operating in a manner consistent with EPA and MassDEP guidelines and requirements.

In cooperation with the water department, we have implanted changes to our water & sewer billing practices that will allow us to begin billing the entire town on a quarterly basis. Currently, most of our customers are billed on a semi-annual basis.

STAFF

- Joe Jordan, Superintendent
- Carmen DiFillippo, Chief Operator
- Kristine Hartwell, Secretary

In addition to the daily tasks required at the plant and in the collection system, the staff completed several hundred dig safe requests, and provided services to the Town of Groton in maintaining and repairing their collection system.

I would also like to recognize and express our thanks to Carmen DiFillippo, our Chief Operator, who retired in September 2018. Carmen retired after serving the community for 29 years and will be greatly missed. We wish him all the best in his retirement!

A look ahead to 2019: Looking to 2019 we will continue to operate the facility in the most efficient means practicable. The construction of the treatment plant upgrades will also be completed in 2019.

In the sewer collection system, we will continue our efforts to clean and inspect pipes to prevent blockages and identify those pipe sections most in need of repair. The goal is to identify and correct potential issues in the system before they become bigger problems requiring major replacement or repair. We will also be conducting a town wide flow metering program to identify any areas that may be introducing extraneous flows into the collection system. Extraneous flows include groundwater infiltration and inflow from downspouts and sump pumps.

In 2019 we expect to finalize a new Inter Municipal Agreement (IMA) with the Town of Groton. The prior IMA expired in 2017.

Finally, I want to thank all those who work in the Wastewater Division for the dedication they exhibit and the pride they take in doing their job on a daily basis. They are the ones that truly make the system run as well as it does.

Respectfully submitted,
Joseph A. Jordan
Water & Sewer Superintendent
Pepperell Department of Public Works

TAX COLLECTOR / TREASURER

REPORT OF THE COLLECTOR OF TAXES:

FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2018

TO THE HONORABLE BOARD OF SELECTMEN AND THE RESIDENTS OF THE TOWN OF PEPPERELL:

THE REPORT BELOW IS A COMPLETE ACCOUNTING OF FUNDS THAT WERE COLLECTED BY THE OFFICE OF THE COLLECTOR FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2018.

STAFF

- Debbie J. Nutter, Treasurer / Collector
- Sharon Tetrault, Assistant Collector
- Jane Carrubba, Benefits Coordinator

Taxes:

Real Estate	\$20,461,748.32
Motor Vehicle Excise	\$1,286,976.27
Personal Property	\$350,417.66

Interest:

All Taxes	\$49,582.27
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Charges:

All Taxes	\$19,280.41
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Tax Title Liens:

Real Estate Taxes	\$1,174.73
Sewer Utility Liens	\$0.00
Water Utility Liens	\$0.00
Betterment Liens	\$250.00
RE Int	\$712.41
Sewer Int	\$0.00
Water Int	\$0.00
Betterment Int	\$0.00
Sewer Maint	\$0.00
Sewer Maint Int	\$0.00

Utility Liens Added to Tax:

Sewer Liens Added to Tax	\$34,958.56
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Water Liens Added to Tax	\$14,709.71
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Deferred Tax Liens:

Real Estate Taxes	\$0.00
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Betterments	\$0.00
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Apportioned Betterments:	\$151,741.61
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Apportioned Betterments Interest:	\$37,648.42
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Unapportioned Betterments:	\$39,933.70
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Unapportioned Betterments Interest:	\$2,964.94
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Betterment Release Fees:	\$825.00
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IE FINES	\$5,900.00
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Payments In Lieu of Taxes:	\$1,622.85
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Mobile Home Fees:	\$20,904.00
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Municipal Lien Certificates:	\$16,275.00
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TOTAL COLLECTIONS- Calendar 2018	\$22,497,625.86
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Respectfully submitted,

Debbie J. Nutter

Treasurer-Collector

* All accounts are independently audited each year by a certified public accounting firm, without exception.

REPORT OF THE TOWN TREASURER

FOR FISCAL YEAR ENDING JUNE 30, 2018

To the Honorable Board of Selectmen and the Residents of Pepperell:

The report below is a complete accounting of bank balances and trust fund balances as of June 30, 2018

<u>Bank Balances:</u>	<u>Bank Balances</u>	<u>Interest Rates</u>	<u>Type of Acct.</u>	<u>Total Funds</u>
<u>Financial Institutions</u>				
Lowell-5	\$ 1,911.60	\$ -	payroll	\$ 1,911.60
Eastern	\$ 480,633.21	0.40%	vendor checking	\$ 480,633.21
Eastern	\$ 1,060,643.33	.75%	investment	\$ 1,060,643.33
Eastern	\$ 205,296.08	0.4%	investment	\$ 205,296.08
Eastern	\$ 9,335.80	0.4%	vendor checking (closed)	\$ 9,335.80
Lowell-5	\$ 704,994.43	1.0%	depository	\$ 704,994.43
Unibank	\$ 125,415.14	.25%	online depository (4 accts.)	\$ 125,415.14
Lowell-5	\$ 1,996,792.73	1.0%	investment	\$ 1,996,792.73
Lowell-5	\$ 578,301.74	1.0%	investment	\$ 578,301.74
Lowell -5	\$ 280,007.66	1.0%	escrow/agency	\$ 280,007.66
Fidelity	\$ 60,130.62	0.15%	investment	\$ 60,130.62
Unibank	\$ 119,058.89	.25%	bond proceeds	\$ 119,058.89
MMDT	\$ 19,169.71	1.0%	investment	\$ 19,169.71
Bartholomew	\$ 217,839.07	1.4%	investment	\$ 217,839.07
Century	\$ 67,373.66	0.1%	online depository (lockbox)	\$ 67,373.66
Lowell-5	\$ 36,631.21	1.00%	investment DPW	\$ 36,631.21
Bartholomew	\$ 217,839.07		cash	\$ 217,839.07
petty cash	\$ 200.00		cash	\$ 200.00
Fleet Bank	\$ (1,273.18)		investment	\$ (1,273.18)
Lowell-5	\$ 1,909,190.77	\$ -	wire acct.	\$ 1,909,190.77
Lowell-5	\$ (1,357.12)		closed dep. Acct.	\$ (1,357.12)
Total Bank Balances, June 30, 2018	\$ 8,088,134.42			\$ 8,088,134.42

Non-expendable Trust Funds: **

Cemetery Perpetual Fund	\$ 169,205.38	\$ 169,205.38
Brooks Fund	\$ 44,593.09	\$ 44,593.09
Farrar Flag Pole Fund	\$ 148.64	\$ 148.64
Lawrence Library Perpetual Fund	\$ 61,871.38	\$ 61,871.38
Lawrence Library Carter Fund	\$ 13,709.38	\$ 13,709.38
Lawrence Library Thurston Fund	\$ 495.48	\$ 495.48

Expendable Trust Funds: **

Cemetery Perpetual Income Fund	\$ 27,286.49	\$ 27,286.49
Brooks Income Fund	\$ 25,222.54	\$ 25,222.54
Farrar Flag Pole Income Fund	\$ 71.23	\$ 71.23
Lawrence Library Income Fund	\$ 89,146.16	\$ 89,146.16
Lawrence Library Carter Income Fund	\$ 4,800.21	\$ 4,800.21
Lawrence Library Thurston Income Fund	\$ 410.99	\$ 410.99
Lawrence Library Heald Income Fund	\$ 16,807.50	\$ 16,807.50
Lawrence Library Smith Income Fund	\$ 6,155.50	\$ 6,155.50

Other Trust Funds: **

Stabilization Fund	\$ 663,512.44	\$ 663,512.44
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Retirement Fund	\$	110.26			\$	110.26
Conservation Fund	\$	13,901.97			\$	13,901.97
Land Fund	\$	7,442.13			\$	7,442.13
General Fund	\$	24,821.28			\$	24,821.28
<u>OPEB FUNDS**</u>	<u>\$</u>	<u>201,446.48</u>			<u>\$</u>	<u>201,446.48</u>
Total Funds, June 30, 2018	\$	1,371,158.53	\$	0	\$	-
					\$	1,371,158.53

Respectfully submitted,

Debbie J. Nutter
Treasurer-Collector

Note: All accounts are independently audited each year by a certified public accounting firm, without exception.

****** All trust fund balances are inclusive of required GASB-31 Fair Market Value adjustments.

TOWN ACCOUNTANT

ANNUAL REPORT OF THE TOWN ACCOUNTANT AS OF JUNE 30, 2018

Respectfully Submitted By,

Lori J. Bolasevich, Town Accountant (hire date 4/28/14, term date 12/31/18)

STAFF

- Lori J. Bolasevich, Town Accountant
- Lynette Sharp, Assistant Town Accountant

FY18 GENERAL FUND - REVENUE				
	FY18	FY18		
LOCAL RECEIPTS	BUDGET	ACTUAL	Diff	
Motor Vehicle Excise	1,525,131.72	1,731,463.12	206,331.40	
Other Excise - Meals	30,000.00	49,270.92	19,270.92	
Penalties & Interest on Taxes	53,500.00	52,725.11	(774.89)	
Payments in Lieu of Taxes	20,500.00	22,600.85	2,100.85	
Other Charges for Services	527,576.00	487,366.56	(40,209.44)	
Fees	94,142.00	108,424.43	14,282.43	
Rentals	2,000.00	2,000.00	-	
Dept Rev - Library	3,000.00	3,570.89	570.89	
Other Dept Revenue	19,500.00	34,106.18	14,606.18	
Licenses & Permits	227,900.00	298,372.02	70,472.02	
Fines & Forfeits	20,000.00	17,818.49	(2,181.51)	
Investment Income	11,200.00	12,788.72	1,588.72	
Misc Non-Recurring (Unanticipated)	-	19,111.38	19,111.38	
TOTAL LOCAL RECEIPTS	2,534,449.72	2,839,618.67	305,168.95	
TOTAL REAL ESTATE TAXES	20,168,533.81	19,874,349.50	(294,184.31)	
TOTAL PERSONAL PROPERTY TAXES	328,924.52	329,201.88	277.36	
TOTAL FY18 ALLOWANCE FOR ABATE	(277,907.05)	(277,907.05)	-	
STATE AID/CHERRY SHEET REVENUE				
Unrestricted Aid	1,491,023.00	1,491,023.00	-	
Veterans Benefits	138,026.00	124,492.00	(13,534.00)	
Exempt: Vet, Blind, Surviving Spouse	47,397.00	10,542.00	(36,855.00)	
State Owned Land	32,384.00	32,384.00	-	
TOTAL STATE AID	1,708,830.00	1,658,441.00	(50,389.00)	
TRANSFERS/OTHER FINANCING SOURCES				
Sewer Enterprise Indirect Costs	111,438.00	111,438.00	-	
Water Enterprise Indirect Costs	94,375.00	94,375.00	-	
Transfer Station Enterprise Indirect Costs	39,013.00	39,013.00	-	
Free Cash	619,492.00	619,492.00		
Overlay Surplus	50,000.00	50,000.00		
Encumbered Funds Prior Year Forward	129,443.77	129,443.77		
Article Balances Prior Year Forward	309,592.00	309,592.00		
Transfers from Special Revenue Funds	10,000.00	10,000.00	-	
TOTAL TRANSFERS	1,363,353.77	1,363,353.77	-	
TOTAL FY18 GENERAL FUND REVENUE	25,826,184.77	25,787,057.77	(39,127.00)	
			(39,127.00)	

FY18 GENERAL FUND - EXPENSES	FY18	FY18	FY18	FY18
	BUDGET	BUDGET	EXPENDED	BUDGET
	APPROP	ADJUST	& ENCUMB	UNEXPENDED
General Government	1,162,265.00	19,616.83	(1,164,955.08)	16,926.75
Public Safety	2,892,140.00	132,678.17	(2,948,263.19)	76,554.98
School Assessments - Nashoba Valley	1,740,502.00		(1,740,502.00)	-
School Assessment - North Middlesex	14,613,373.00		(14,613,373.00)	-
Public Works	1,228,328.00	178,388.00	(1,399,290.54)	7,425.46
Human Services	432,525.00	(30,590.00)	(365,098.82)	36,836.18
Culture & Recreation	522,905.00		(512,666.44)	10,238.56
Debt Service	157,360.00	(35,000.00)	(122,359.19)	0.81
Employee Benefits & Insurance	2,072,806.00	(1,580.00)	(2,056,929.34)	14,296.66
Capital Outlay	235,470.00		(197,463.16)	38,006.84
TOTAL GENERAL FUND BUDGET	25,057,674.00	263,513.00	(25,120,900.76)	200,286.24
ENCUMBERED FUNDS PRIOR YEAR	129,443.77	(12,491.00)	(101,994.67)	14,958.10
ARTICLES - GENERAL FUND	309,592.00	10,000.00	(289,592.00)	30,000.00
STATE ASSESSMENTS/CHERRY SHEET				
Air Pollution	-	3,197.00	(3,197.00)	-
Regional Transit		12,520.00	(12,520.00)	-
RMV Renewal Surcharge		17,736.00	(17,736.00)	-
TOTAL STATE ASSESSMENTS	-	33,453.00	(33,453.00)	-
TRANSFERS/OTHER FINANCING USES				
Transfer to Capital Projects Fund		35,000.00	(35,000.00)	-
TOTAL TRANSFERS	-	35,000.00	(35,000.00)	-
TOTAL FY18 GENERAL FUND EXPENSES	25,496,709.77	329,475.00	(25,580,940.43)	245,244.34
		25,826,184.77		

FY18 SPECIAL REVENUE FUNDS						
		7/1/2017	Encumbrances		TRANSFERS	6/30/2018
DEPT#	DEPT# & ACCOUNT NAME	BAL FWD	& Expenditures	Revenue	CORR JE	Balance
	FUND "201" FEDERAL GRANTS					
22303	FY2014 Assistance to Firefighters Grant	5,641.00	(5,641.00)			-
22304	FY2015 SAFER Grant	(506.00)	-	506.00		-
22305	FY2016 FEMA AFG - Pagers, CPR & IV Pumps	(14,492.00)	(21,120.89)	35,613.00		0.11
29160	FFY17 EMPG Utility Trailer Grant	-	(3,220.00)	3,220.00		-
	FEDERAL GRANTS "201" FUND TOTALS	(9,357.00)	(29,981.89)	39,339.00	-	0.11

FY18 SPECIAL REVENUE FUNDS						
DEPT#	DEPT# & ACCOUNT NAME	7/1/2017 BAL FWD	Encumbrances & Expenditures	Revenue	TRANSFERS CORR JE	6/30/2018 Balance
	FUND "202" STATE GRANTS					-
12901	FY18 Green Communities Grant	-	(247,199.00)	247,199.00		-
12930	2017 Open Space/Recreation Master Plan	-	-	20,000.00		20,000.00
15511	2017 CCC Info Tech Grant	-	(14,322.11)	15,000.00		677.89
21300	DMH Innovation Jail Diversion Program	-	(30,324.76)	30,324.75		(0.01)
21301	FY18 DMH Innovation Jail Diversion Prog	-	(2,400.00)	2,400.00		-
22142	2016 S.A.F.E. Student Awareness Grant	2,567.82	(2,153.82)			414.00
22152	2016 Senior Safe Grant	1,794.35	(1,794.35)			-
22153	2018 S.A.F.E. Student Awareness Grant	-	-	3,708.00		3,708.00
22154	2018 Senior Safe Grant	-	(580.60)	2,415.00		1,834.40
25208	FY18 State 911 Training Grant	-	(6,353.90)	5,207.90		(1,146.00)
25209	FY18 State 911 Support & Incentive	-	(27,764.00)	27,764.00		-
42001	Chapter 90	(10,065.00)	(494,257.39)	504,322.39		-
44001	FY15 WWTP Blower VFD & Pump Upgrade	7,577.00	-			7,577.00
54110	Council on Aging - Form Gt FY18	-	(18,081.00)	18,081.00		-
54110	Council on Aging - Form Gt FY17 Encumb	1,155.21	(1,155.21)			-
69310	Cultural Council	1,798.00	(5,048.00)	4,800.00		1,550.00
	STATE GRANTS "202" FUND TOTALS	4,827.38	(851,434.14)	881,222.04	-	34,615.28
	FUND "240" SPECIAL REVENUE FUNDS					
12240	BOS - Gift Revenue	38.00				38.00
12920	ADM - Insur Reimb Under \$20K	216.52				216.52
17101	CON - MCP Land Between the Rivers Grant	(3,450.00)		3,450.00		-
17120	CON - Wetlands Protection Filing Fee	29,717.04	(2,122.19)	2,987.50		30,582.35
17130	CON - Conservation Outreach	447.68	(499.99)	100.00		47.69
17210	CON - USDA-WHIP Contract	10,502.15				10,502.15
21110	POL - Gifts to Police DARE Fund	1,900.53				1,900.53
21111	POL - Gifts to COIN Program	27,678.24	(2,399.96)	17,750.00		43,028.28
21200	POL - Police Insur Reimb Under \$20K	500.00	(11,038.84)	10,538.84		-
21220	POL - Gifts - RAD Program	2,508.04				2,508.04
21240	POL - Fed Law Enforcement Trust Funds	1,297.87	(931.71)	4.82		370.98
22114	FIRE - Gifts & Donations	638.95		1,902.00		2,540.95
22261	FIRE - Gift- Upgrade Paramedic Monitor	40.68				40.68
29200	ACO - Animal Control Gifts & Donations	100.00				100.00
42280	HWY - Highway Insur Reimb Under \$20K	3,566.47	(2,335.00)	2,335.00		3,566.47
49110	CEM - Cemetery Sale of Lots	45,671.25		2,187.50	(10,000.00)	37,858.75
54120	COA - Gifts to the Council on Aging	22,610.62	(9,930.17)	12,011.14		24,691.59
54135	COA - CFNCM/GLCF Healthy Eating/Weight Mgmt	-	(1,069.79)	7,296.00		6,226.21
54140	COA - Gifts - New Senior Center	11,301.62				11,301.62
54150	COA - Meals Revolving Fund - MGL c44 s53E-1/2	5,902.92	(24,282.80)	24,631.30		6,251.42
54160	COA - LRTA Van Transportation Revolving Fund - MGL c44 s53	286.26	(28,858.03)	28,712.83		141.06
54510	DIS - Disabilities Committee - Gift - Handicap Sign	10.00				10.00
54520	DIS - Disabilities Committee - Handicap Park Violation	1,000.00				1,000.00
61110	LIB - Library State Aid	71,208.84	(17,638.75)	15,953.52		69,523.61
61120	LIB - Insurance Reimb Under \$20K	25,360.00	(25,360.00)			-
61140	LIB - Gift to Library - General	3,050.06				3,050.06
61150	LIB - Gift to Library - Children's Services	30,358.82	(8,731.46)	12,146.89		33,774.25
61160	LIB - Restitution { \$10,000 - Library Books	1,491.64	(735.80)	1,092.82		1,848.66
61180	LIB - Gift to Library - Burnham Foundation	160,969.10		5,166.66		166,135.76
61190	LIB - Gift to Library - Book Fund	19,056.50		375.00		19,431.50
61240	LIB - Library MIIA Children's Room	2,727.55				2,727.55
61250	LIB - Public Library Fund Gift/State Match	240.00				240.00
61290	LIB - Gift - Greater Lowell Community Foundation	6,697.67		847.14		7,544.81
61350	LIB - Gifts - Charles G. Parsons Memorial Fund	5.65				5.65
61360	LIB - Gifts - Pauline Mahony Gift Fund	1,402.80				1,402.80
65120	REC - Gifts to Playground & Recreation Commission	1,348.25				1,348.25
65200	REC - Recreation Revolving Fund - MGL c44 s53E-1/2	24,115.46	(50,952.78)	61,788.00		34,950.68
65201	REC - Recreation Master Plan Gift Account	15,000.00				15,000.00
69310	CLT - Cultural Council - Local Funds	151.83		1.11		152.94
69400	CBC - Covered Bridge Committee	1,533.99				1,533.99
69410	HIST - Colonel Prescott Statue Gifts	-		110.00		110.00
99100	TRF - Transfers to General Fund	-	(10,000.00)		10,000.00	-
	SPECIAL REVENUE "240" FUND TOTALS	527,203.00	(196,887.27)	211,388.07	-	541,703.80

FY18 NON-EXPENDABLE & EXPENDABLE TRUST FUNDS					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2017 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2018 Balance
	FUND "810" NON-EXPENDABLE TRUST FUNDS				
95010 & 95310	Farrar Flag Pole Fund (Treas)	151.30		(2.66)	148.64
95020 & 95320	Brooks Educational & Entertainment Fund (Treas)	45,391.39		(798.30)	44,593.09
95030 & 95330	95030 Cemetery Perpetual Care Trust Fund	169,846.86		558.52	170,405.38
95040 & 95340	95040 Library Trust Funds	62,978.99		(1,107.61)	61,871.38
95050 & 95350	95050 Library Gertrude Carter Trust Fund	13,954.81		(245.43)	13,709.38
95060 & 95360	95060 Library Thurston Fund	504.35		(8.87)	495.48
	NON-EXPENDABLE TRUST "810" FUND TOTALS	293,961.31	-	(1,604.35)	291,223.35
	FUND "820" EXPENDABLE TRUST FUNDS				
96010 & 96310	Farrar Flag Pole Fund	115.90		1.41	117.31
96020 & 96320	Brooks Educational & Entertainment Fund	25,082.72	(1,725.00)	393.74	23,751.46
96030 & 96330	Cemetery Perpetual Care Trust Fund	27,204.49	(2,950.92)	1,899.75	26,153.32
96040 & 96340	Library Trust Fund	88,889.43		256.73	89,146.16
96050 & 96350	Gertrude Carter Library Trust Fund	4,652.46		141.14	4,793.60
96060 & 96360	Library Belle Heald Fund	16,902.21		(94.71)	16,807.50
96090 & 96390	Library Thurston Fund	413.82		3.78	417.60
96120 & 96420	Library Dean Smith Fund	6,190.19		(34.69)	6,155.50
	EXPENDABLE TRUST "820" FUND TOTALS	170,412.66	(4,675.92)	2,567.15	167,342.45
	FUND "830" OTHER TRUST FUNDS				
97010 & 97310	Stabilization Fund	667,250.85		(3,738.41)	663,512.44
97020 & 97320	Conservation Fund	14,620.72	(641.25)	(77.50)	13,901.97
97030 & 97330	Retirement Fund - MGL c40 s5D - Art 22 STM Oct 1983	110.89		(0.63)	110.26
97031	OPEB Fund - MGL c32B s20 - Art 1 STM 10/24/16	201,712.97		(266.49)	201,446.48
97040 & 97340	Land Fund	7,490.14		(48.01)	7,442.13
	OTHER TRUST "830" FUND TOTALS	891,185.57	(641.25)	(4,131.04)	886,413.28

FY18 AGENCY FUNDS					
DEPT#	DEPT# & ACCOUNT NAME	7/1/2017 BAL FWD	Encumbrances & Expenditures	Revenue	6/30/2018 Balance
	FUND "890" AGENCY FUNDS				
12910	ADM - Pepperell Place - Lexvest Solar Analysis	4,103.00	(494.00)		3,609.00
21130	POL - Police Outside Detail Revolving	(11,760.97)	(177,688.43)	143,039.10	(46,410.30)
22100	FIRE - Fire Outside Detail	-	(280.00)	280.00	-
98010	BOS - Unclaimed Eminent Domain Funds	3,080.83		22.05	3,102.88
98030	ZBA - Zoning Board of Appeals - Lowell Place Realty	2,021.87		14.46	2,036.33
98031	ZBA - Zoning Board of Appeals - Birch Drive Extension	16,309.20		116.80	16,426.00
98050	CON - Conservation - Heritage Estates	349.57		2.52	352.09
98100	EMA - NMAECP - Emergency Planning Committee	23,081.25			23,081.25
98230	ZBA - Zoning Board of Appeals - Emerson Village	38,336.06		274.38	38,610.44
98260	PLA - Planning Board - Heritage Estates	25,045.30		179.26	25,224.56
98320	PLA - Planning Board - Bemis Estates	19,714.20		141.10	19,855.30
98480	PLA - Planning Board - Reedy Meadows Subdivision	188.59		1.33	189.92
99100	TRF - Transfers to General Fund	-			-
	AGENCY "890" FUND TOTALS	120,468.90	(178,462.43)	144,071.00	86,077.47

FY18 SEWER ENTERPRISE "600" FUND - REVENUE	FY18	FY18			
	BUDGET	ACTUAL	Diff		
Connection Fees	150,000.00	130,679.24	(19,320.76)		
Investment Income	10,000.00	22,747.85	12,747.85		
Other Dept Revenue	12,000.00	11,344.08	(655.92)		
Other Available Funds	279,009.00	279,009.00	-		
Retained Earnings	-	-	-		
User Charges	1,947,729.00	2,205,954.68	258,225.68		
TOTAL FY18 SEWER ENTERPRISE "600" FUND REVENUES	2,398,738.00	2,649,734.85	250,996.85		
FY18 SEWER ENTERPRISE "600" FUND - EXPENSES	FY18	FY18			FY18
	BUDGET	BUDGET	FY18	FY18	BUDGET
	APPROP	ADJUST	EXPENDED	ENCUMB	UNEXPENDED
Expenses	442,500.00		(424,842.42)	(550.00)	17,107.58
Debt Service	832,939.00		(827,936.04)		5,002.96
Capital Outlay	125,000.00		(13,131.02)	(16,870.00)	94,998.98
Labor and Related	609,615.00		(590,439.00)		19,176.00
Employee Benefits & Insurance	244,246.00		(218,303.39)		25,942.61
Indirect Costs	111,438.00		(111,438.00)		-
General Liability Insurance	33,000.00		(30,782.44)		2,217.56
Reserve Fund					-
TOTAL FY18 SEWER ENTERPRISE "600" FUND EXPENSES	2,398,738.00	-	(2,216,872.31)	(17,420.00)	164,445.69
FY18 SEWER BETTERMENT "601" FUND BALANCE	7/1/2017	FY18	FY18	6/30/2018	
	BALANCE	REVENUES	TRANSFERS	BALANCE	
Sewer Betterment Projects	1,968,450.11	313,952.47	(279,009.00)	2,003,393.58	
TOTAL FY18 SEWER BETTERMENT "601" FUND BALANCE	1,968,450.11	313,952.47	(279,009.00)	2,003,393.58	
FY18 SEWER CAPITAL PROJECTS "602" FUND - EXPENSES	7/1/2017	FY18	FY18	FY18	FY18
	BAL FWD	BUDGET	EXPENDED	ENCUMB	BUDGET
		ADJUST			UNEXPENDED
Art 19 ATM 5/5/14 Sheffield St Pump Station Expense	4,612.12				4,612.12
Art 3 ATM 5/1/17 RET>Sewer Upgrade Design Plan	228,450.00		(183,050.00)		45,400.00
Art 14 ATM 5/7/18 Sewer Ent WWTP Construction Upgrades		5,000,000.00	-		5,000,000.00
TOTAL FY18 SEWER CAPITAL PROJECTS "602" FUND EXPENSES	233,062.12	5,000,000.00	(183,050.00)	-	5,050,012.12
FY18 "610" WATER ENTERPRISE FUND - REVENUE	FY18	FY18			
	BUDGET	ACTUAL	Diff		
Connection Fees	60,000.00	36,337.71	(23,662.29)		
Investment Income	6,000.00	5,026.16	(973.84)		
Other Dept Revenue	16,000.00	26,400.51	10,400.51		
Other Available Funds	-	-	-		
Retained Earnings	73,692.00	73,692.00	-		
User Charges	1,459,000.00	1,449,604.45	(9,395.55)		
TOTAL FY18 "610" WATER ENTERPRISE FUND REVENUES	1,614,692.00	1,591,060.83	(23,631.17)		
FY18 "610" WATER ENTERPRISE FUND - EXPENSES	FY18	FY18			FY18
	BUDGET	BUDGET	FY18	FY18	BUDGET
	APPROP	ADJUST	EXPENDED	ENCUMB	UNEXPENDED
Expenses	482,200.00		(378,727.48)	(13,141.01)	90,331.51
Debt Service	268,829.00		(263,828.75)		5,000.25
Capital Outlay	125,000.00		(38,131.02)	(16,870.00)	69,998.98
Labor and Related	466,787.00		(440,536.42)		26,250.58
Employee Benefits & Insurance	143,801.00		(171,393.29)		(27,592.29)
Indirect Costs	94,375.00		(94,375.00)		-
General Liability Insurance	33,700.00		(31,132.80)		2,567.20
TOTAL FY18 "610" WATER ENTERPRISE FUND EXPENSES	1,614,692.00	-	(1,418,124.76)	(30,011.01)	166,556.23
FY18 WATER CAPITAL PROJECTS "612" FUND - EXPENSES	7/1/2017	FY18	FY18	FY18	FY18
	BAL FWD	BUDGET	EXPENDED	ENCUMB	BUDGET
		ADJUST			UNEXPENDED
Art 9 STM 10/24/16 Bemis Well Upgrade Design Plan	350,000.00				350,000.00
TOTAL FY18 WATER CAPITAL PROJECTS "612" FUND EXPENSES	350,000.00	-	-	-	350,000.00
FY18 "620" TRANSFER STATION ENTERPRISE FUND - REVENUE	FY18	FY18			
	BUDGET	ACTUAL	Diff		
Connection Fees	-	-	-		
Investment Income	225.00	293.82	68.82		
Other Dept Revenue	5,700.00	9,635.25	3,935.25		
Other Available Funds	27,088.00	27,088.00	-		
User Charges	319,592.00	313,843.44	(5,748.56)		
TOTAL FY18 "620" TRANSFER STATION ENT FUND REVENUE	352,605.00	350,860.51	(1,744.49)		
FY18 "620" TRANSFER STATION ENTERPRISE FUND - EXPENSES	FY18	FY18			FY18
	BUDGET	BUDGET	FY18	FY18	BUDGET
	APPROP	ADJUST	EXPENDED	ENCUMB	UNEXPENDED
Expenses	131,450.00		(127,649.67)		3,800.33
Capital Outlay	-				-
Labor & Related	112,627.00		(114,398.88)		(1,771.88)
Employee Benefits & Insurance	47,965.00		(40,111.42)		7,853.58
Indirect Costs	39,013.00		(39,013.00)		-
General Liability Insurance	11,550.00		(8,518.48)		3,031.52
Reserve Fund	-	10,000.00			10,000.00
TOTAL FY18 "620" TRANSFER STATION ENT FUND EXPENSES	342,605.00	10,000.00	(329,691.45)	-	22,913.55

TOWN OF PEPPERELL		Art 19 ATM 5/5/08 - Articles Automatically Close After 3 Years		
FY18 ARTICLES FORWARD			6/30/2018	
FY18			ARTICLE	FUND
ACCOUNT NO.	DEPARTMENT	ACCOUNT NAME	BALANCE	TOTALS
100-12200-90090	SELECTMEN	Art 13 ATM 5/2/16 Free>BOS Tech Asst - High/Park/Brookline St	10,000.00	
100-12900-90091	TOWN ADMIN	Art 14 ATM 5/2/16 Free>ADMIN-Disposal of Surplus Town Land	10,000.00	
100-49100-90093	CEMETERY	Art 12 ATM 5/7/18 Sale of Lots>Cemetery Trailer	2,500.00	
100-49100-90094	CEMETERY	Art 13 ATM 5/7/18 Sale of Lots>Cemetery Mower	7,500.00	
TOTAL "100" GENERAL FUND FY18 ARTICLES FORWARD				30,000.00

TOWN OF PEPPERELL					
LONG TERM DEBT - Year Ended June 30, 2018		LTD		LTD	
		BALANCE	PRIN	BALANCE	INTEREST
	ACCOUNT NAME	7/1/2017	PAID	6/30/2018	PAID
Parks & Rec Bldg Remodeling (\$41,200) ATM 5/02		20,000.00	(4,000.00)	16,000.00	(550.00)
Senior Center Bldg Constr (\$612,500) ATM 5/02		284,000.00	(59,000.00)	225,000.00	(7,782.50)
Pepperell Springs Land Acq (REFI - \$364K) ATM 6/05		281,000.00	(41,000.00)	240,000.00	(8,840.00)
TOTALS - GENERAL FUND "900"		585,000.00	(104,000.00)	481,000.00	(17,172.50)
Sewer Mains Jewett Street (\$132K) - ATM 5/02		62,000.00	(13,000.00)	49,000.00	(1,697.50)
WWTP - Design WWTP - Plans (REFI - \$156K) ATM 6/05		120,000.00	(18,000.00)	102,000.00	(3,760.00)
Sewer - WWTP/SRF Upgrade (\$4,724,930) STM 2/05 - MWPAT Loan		2,300,000.00	(255,000.00)	2,045,000.00	(47,759.77)
Sewer Ext - Townsend/Mason St. (REFI - \$277K) - STM 10/07		255,000.00	(26,000.00)	229,000.00	(7,670.00)
Constr - Parker/Oak Hill Sewer Mains Donuts (REFI - \$292,500) STM		267,500.00	(25,000.00)	242,500.00	(8,055.00)
Sewer UV Treatment System Enclosure WWTP (REFI - \$42K) STM 10		38,000.00	(4,000.00)	34,000.00	(1,160.00)
Sewer Extension - Park III Sewer Mains (REFI - \$122K) ATM 6/05		94,000.00	(14,000.00)	80,000.00	(2,960.00)
Sewer Mains Lowell Road - Phase III Extension (\$139K) ATM 5/02		59,000.00	(16,000.00)	43,000.00	(1,570.00)
Sewer Mains Park St - Phase II Extension (\$30,300) ATM 5/02		15,000.00	(3,000.00)	12,000.00	(412.50)
Sewer Ext - Brookline Village (\$1,749,000) ATM 7/10		1,218,000.00	(87,000.00)	1,131,000.00	(43,935.00)
Nashua Road Design - Engineering - Sewer (\$98,150) STM 10/07		60,000.00	(5,000.00)	55,000.00	(2,133.77)
IVSEP Engineering - Sewer (\$150K) ATM 5/09		102,000.00	(8,000.00)	94,000.00	(3,648.75)
Nashua Road Sewer Extension (\$1,322,000) ATM 5/08		918,000.00	(67,000.00)	851,000.00	(33,052.50)
REFI - Lowell/Bennet/Parker/River Sewer Mains (\$915K)STM 9/98		245,000.00	(120,000.00)	125,000.00	(5,862.50)
TOTALS - SEWER ENTERPRISE FUND "603"		5,753,500.00	(661,000.00)	5,092,500.00	(163,677.29)
Lowell Road Water Line - Water Mains (REFI - \$225K) ATM 6/05		174,000.00	(25,000.00)	149,000.00	(5,480.00)
Bemis St. Well Improvements (REFI - \$291K) - STM 10/07		266,000.00	(25,000.00)	241,000.00	(8,005.00)
Jersey St. Well Improvements (REFI - \$77K) - STM 10/07		70,000.00	(7,000.00)	63,000.00	(2,120.00)
Jersey St. Well Improvements II (REFI - \$146K) - STM 10/07		133,000.00	(13,000.00)	120,000.00	(4,030.00)
Water Main Ext - Parker/Oak Hill (Donuts) (REFI - \$36K) STM 10/07		32,000.00	(3,000.00)	29,000.00	(960.00)
Water Dept HQ Bldg Renov (REFI - \$216K) STM 10/07		197,000.00	(19,000.00)	178,000.00	(5,950.00)
Water Mains/Wellsite (REFI - \$117,500K) - STM 10/07		107,500.00	(10,000.00)	97,500.00	(3,235.00)
Water Engineering Services (\$250K) ATM 5/09		168,000.00	(12,000.00)	156,000.00	(6,060.00)
Mill Street Lines - Water Mains/Lines (\$217,500) ATM 5/08		144,000.00	(11,000.00)	133,000.00	(5,163.75)
Water Mains-Lining Upgrade (\$125K) ATM 5/10		84,000.00	(6,000.00)	78,000.00	(3,030.00)
Well - Nashua Road (\$1,186,600) ATM 5/10		826,000.00	(59,000.00)	767,000.00	(29,795.00)
TOTALS - WATER ENTERPRISE FUND "613"		2,201,500.00	(190,000.00)	2,011,500.00	(73,828.75)
TOTAL LONG TERM DEBT - ALL FUNDS		8,540,000.00	(955,000.00)	7,585,000.00	(254,678.54)

TOWN OF PEPPERELL																			
Combined Balance Sheet																			
Fiscal Year Ended June 30, 2018																			
	100	201	202	240	350	600 & 601	602	603	610	613	620	810	820	830	890	900	901		
	General	Federal	State	Other	Capital	Sewer	Sewer Ent	Sewer - Long	Water	Water - Long	Trf Sta	Non-Expend	Expendable	Other Trust	Agency	GF - Long	Gen Fund		
	Fund	Grants	Grants	Spec Rev	Projects	Enterprise	Capital Proj	Term Debt	Enterprise	Term Debt	Enterprise	Trusts	Trusts	Funds	Funds	Term Debt	Fixed Assets	Combined	
Assets:																			-
Cash and Equivalents:																			-
Cash - Expendable	2,523,851.38	0.11	39,322.40	559,719.29		3,622,198.21	56,412.12		846,245.59		112,615.21		167,542.52	886,413.28	138,260.49				8,952,580.60
Cash - Non-Expendable												291,223.35							291,223.35
Receivables:																			
Prior Years - Personal Property	1,470.63																		1,470.63
2015 Personal Property	2,295.82																		2,295.82
2016 Personal Property	2,600.48																		2,600.48
2017 Personal Property	2,857.92																		2,857.92
2018 Personal Property	2,837.38																		2,837.38
2015 Real Estate	7,108.77																		7,108.77
2016 Real Estate	22,648.82																		22,648.82
2017 Real Estate	68,979.39																		68,979.39
2018 Real Estate	246,893.50																		246,893.50
2012 Allowance for Abatements	(345.05)																		(345.05)
2013 Allowance for Abatements	(375.27)																		(375.27)
2014 Allowance for Abatements	(3,299.71)																		(3,299.71)
2015 Allowance for Abatements	(11,888.35)																		(11,888.35)
2016 Allowance for Abatements	(34,625.75)																		(34,625.75)
2017 Allowance for Abatements	(46,666.44)																		(46,666.44)
2018 Allowance for Abatements	(64,722.86)																		(64,722.86)
Tax Title Liens Receivable	166,844.02					25,129.42			11,280.75										203,254.19
Deferred Prop Taxes	49,839.09																		49,839.09
Prior Years - Motor Vehicle Excise	45,182.11																		45,182.11
2015 Motor Vehicle Excise	17,661.98																		17,661.98
2016 Motor Vehicle Excise	10,527.42																		10,527.42
2017 Motor Vehicle Excise	42,545.68																		42,545.68
2018 Motor Vehicle Excise	138,581.56																		138,581.56
IE Fines	300.00																		300.00
Ambulance Service	427,962.73																		427,962.73
Ambulance - FFR Collections	123,423.21																		123,423.21
User Charges						198,564.92			150,273.16										348,838.08
User Charges - Intergovt Groton						50,525.48													50,525.48
2015 Utility Liens Added to Txs - Prin						214.25			495.69										709.94
2017 Utility Liens Added to Txs - Prin						397.76			183.57										581.33
2018 Utility Liens Added to Txs - Prin									7,466.30										7,466.30
2017 Maint Liens Added to Txs - Prin						115.24													115.24
2018 Hook Up Liens Added to Txs - Prin						24,840.00													24,840.00
2015 Utility Liens Added to Txs - Comm Int									31.73										31.73
2017 Utility Liens Added to Txs - Comm Int						11.60			5.75										17.35
2017 Maint Liens Added to Txs - Comm Int						3.30													3.30
2016 Betterment - Apport Assess Prin						680.00													680.00
2017 Betterment - Apport Assess Prin						680.00													680.00
2018 Betterment - Apport Assess Prin						1,140.00													1,140.00
2016 Betterment - Apport Assess Comm Int						489.60													489.60
2017 Betterment - Apport Assess Comm Int						448.80													448.80
2018 Betterment - Apport Assess Comm Int						704.24													704.24
Betterment - Apport Assess Not Yet Due Prin						661,343.59													661,343.59
Deferred Betterments						7,287.16													7,287.16
Fixed Assets						31,834,629.19			18,671,697.66		1,374,813.52						33,007,014.89		85,088,155.26
Accumulated Depreciation						(14,292,417.67)			(8,674,476.38)		(803,911.25)						(18,975,552.02)		(42,746,357.32)
Amounts to be Provided								5,092,500.00		2,011,500.00						481,000.00			7,585,000.00
Total Assets	3,742,488.46	0.11	39,322.40	559,719.29	-	22,136,985.09	56,412.12	5,092,500.00	11,213,203.82	2,011,500.00	683,517.48	291,223.35	167,542.52	886,413.28	138,260.49	481,000.00	14,031,462.87	61,531,551.28	

TOWN OF PEPPERELL																		
Combined Balance Sheet																		
Fiscal Year Ended June 30, 2018																		
Liabilities and Fund Equity:																		
Liabilities:																		
Warrants Payable	(321,996.77)		(4,707.12)	(18,015.49)		(48,511.36)	(6,400.00)		(31,020.15)	(10,584.29)		(200.07)		(15,372.00)		(456,807.25)		
Employee Withholdings	(51,098.98)															(51,098.98)		
Def Rev - Real & Pers Property	(245,608.37)															(245,608.37)		
Def Rev - IE Fines	(300.00)															(300.00)		
Def Rev - Tax Title Liens	(166,844.02)					(25,129.42)			(11,280.75)							(203,254.19)		
Def Rev - Motor Vehicle Excise	(254,498.75)															(254,498.75)		
Def Rev - Ambulance	(427,962.73)															(427,962.73)		
Def Rev - Amb - FFR Collections	(123,423.21)															(123,423.21)		
Def Rev - User Charges						(198,564.92)			(150,273.16)							(348,838.08)		
Def Rev - Intergovt Grant						(50,525.48)										(50,525.48)		
Def Rev - Utility Liens Add to Tx						(25,582.15)			(8,183.04)							(33,765.19)		
Def Rev - Special Assess/Betterments						(672,773.39)										(672,773.39)		
Bond Anticipation Notes Payable				(105,000.00)												(105,000.00)		
Due to Comm of MA									(38.61)					(5,143.75)		(5,182.36)		
Unclaimed Items - Uncashed Checks													(31,867.27)			(31,867.27)		
Parks & Rec Bldg Remodel														(16,000.00)		(16,000.00)		
Senior Center Bldg Constr														(225,000.00)		(225,000.00)		
Pepp Springs Land Acquisition														(240,000.00)		(240,000.00)		
Lowell Rd 3 Sewer Ext							(43,000.00)									(43,000.00)		
Townsend/Mason Sewer Ext							(229,000.00)									(229,000.00)		
Constr Swr r Parker/Oak Hill Mains Donuts							(242,500.00)									(242,500.00)		
Sewer UV Treat Sys Enclosure							(34,000.00)									(34,000.00)		
Nashua Rd Sewer Ext							(851,000.00)									(851,000.00)		
Park 3 Sewer Mains							(80,000.00)									(80,000.00)		
REFI Lowell/Bennet/Pkr/River							(125,000.00)									(125,000.00)		
Brookline Village Sewer Mains							(1,131,000.00)									(1,131,000.00)		
Nashua Rd Engineering Design Sewer							(55,000.00)									(55,000.00)		
IVSEP Engineering Sewer							(94,000.00)									(94,000.00)		
Park St 2 Sewer Ext							(12,000.00)									(12,000.00)		
Jewett Street Sewer Mains							(49,000.00)									(49,000.00)		
WWTP/SRF Upgrade MWPAT							(2,045,000.00)									(2,045,000.00)		
WWTP Design Plans Sewer							(102,000.00)									(102,000.00)		
Mt St Water Mains/Lines									(133,000.00)							(133,000.00)		
Water Mains Lining Upgrade									(78,000.00)							(78,000.00)		
Water Mains/Well Site									(97,500.00)							(97,500.00)		
Water Engineering Services									(156,000.00)							(156,000.00)		
Well - Nashua Rd									(767,000.00)							(767,000.00)		
Bemis St Well Improvements									(241,000.00)							(241,000.00)		
Jersey St Well Improvements									(63,000.00)							(63,000.00)		
Jersey St 2 Well Improvements									(120,000.00)							(120,000.00)		
Water Main Ext Parker/Oak Hill Donut Holes									(29,000.00)							(29,000.00)		
Water Dept Bldg Renov									(178,000.00)							(178,000.00)		
Lowell Rd Water Mains									(149,000.00)							(149,000.00)		
Total Liabilities	(1,591,732.83)	-	(4,707.12)	(18,015.49)	(105,000.00)	(1,021,086.72)	(6,400.00)	(5,092,500.00)	(200,795.71)	(2,011,500.00)	(10,584.29)	-	(200.07)	-	(52,183.02)	(481,000.00)	-	(10,595,705.25)
Fund Equity:																		
Bond Auth-GF Fire Truck Art 11 ATM 5/10														105,000.00		105,000.00		
Bond Offset-GF Fire Truck Art 11 ATM 5/10														(105,000.00)		(105,000.00)		
Bond Auth-WWTP Constr Art 14 ATM 5/16								5,000,000.00								5,000,000.00		
Bond Offset-WWTP Constr Art 14 ATM 5/16								(5,000,000.00)								(5,000,000.00)		
Bond Auth-Wtr Bemis Well Art 9 STM 10/16										350,000.00						350,000.00		
Bond Offset-Wtr Bemis Well Art 9 STM 10/16										(350,000.00)						(350,000.00)		
Invested in Asset-Not Related						(17,542,211.52)			(10,197,221.28)							(14,031,462.87)		
FB Reserve for Debt Service						(2,003,393.58)				(570,902.27)						(2,603,393.58)		
FB Reserve for Encumbrances	(12,790.76)															(60,221.77)		
FB Reserve for Expenditures	(749,596.00)								(30,011.01)							(1,192,516.00)		
FB Reserve for Cont App/Articles Fwd	(30,000.00)									(44,000.00)						(30,000.00)		
FB Undesignated	(1,358,368.87)	(0.11)	(34,615.28)	(541,703.80)	105,000.00	(1,423,953.27)	(50,012.12)		(515,175.82)	(58,030.92)	(291,223.35)	(167,342.45)	(886,413.28)	(86,077.47)		(5,307,916.74)		
Total Fund Equity	(2,150,755.63)	(0.11)	(34,615.28)	(541,703.80)	105,000.00	(21,115,898.37)	(50,012.12)	-	(11,012,408.11)	-	(672,933.19)	(291,223.35)	(167,342.45)	(886,413.28)	(86,077.47)	-	(14,031,462.87)	(50,935,846.03)
Total Liabilities and Fund Equity	(3,742,488.46)	(0.11)	(39,322.40)	(559,719.29)	-	(22,136,985.09)	(56,412.12)	(5,092,500.00)	(11,213,203.82)	(2,011,500.00)	(683,517.48)	(291,223.35)	(167,542.52)	(886,413.28)	(138,260.49)	(481,000.00)	(14,031,462.87)	(51,531,551.28)
Total Assets + Liab and Fund Equity	(0.00)	-	-	-	-	0.00	-	-	(0.00)	-	(0.00)	-	(0.00)	-	-	-	0.00	0.00

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-12200-57733	Memberships	1,400.00	0.00	0.00	1,400.00	0.00	100.00
100-12200-90090	ART 13 ATM 5/2/16 FREE-BOS TECH ASST-HIG	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total 12200 SELECTMEN		11,400.00	0.00	0.00	1,400.00	10,000.00	12.28
100-12310-54411	Gasoline	0.00	2,135.00	0.00	2,134.68	0.32	99.99
100-12310-54412	Diesel Fuel	0.00	5,597.00	0.00	5,596.43	0.57	99.99
Total 12310 GASOLINE ACCOUNT A 29 ATM 4/21/81		0.00	7,732.00	0.00	7,731.11	0.89	99.99
100-12900-51112	SALARIES, APPOINTED POSITIONS	168,740.00	7,117.00	0.00	176,127.05	-270.05	100.15
100-12900-51142	LONGEVITY	1,080.00	0.00	0.00	810.00	270.00	75.00
100-12900-52306	Advertising, Legal Notices	300.00	0.00	0.00	542.53	-242.53	180.84
100-12900-52319	OPS - PROF & TECH - MISC OTHER	3,800.00	0.00	0.00	4,842.11	-1,042.11	127.42
100-12900-54420	TOWN ADMINISTRATOR OFFICE SUPPLIES	750.00	0.00	0.00	280.72	469.28	37.43
100-12900-57711	ADM - MILEAGE REIMBURSEMENT	1,200.00	0.00	0.00	418.88	781.12	34.91
100-12900-57712	TOWN ADMINISTRATOR Meetings	1,000.00	1,878.00	0.00	2,874.27	3.73	99.87
100-12900-57731	Dues	400.00	0.00	0.00	364.74	35.26	91.19
100-12900-60001	TOWN ADMIN ENCUMBERED FUNDS	21,191.00	-12,491.00	0.00	8,666.64	33.36	99.62
100-12900-90091	ART 14 ATM 5/2/16 FREE-ADMIN-DISPOSE SUR	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total 12900 TOWN ADMINISTRATOR		208,461.00	-3,496.00	0.00	194,926.94	10,038.06	95.10
100-13200-57783	Reserve Fund Appropriation	70,000.00	-69,978.17	0.00	0.00	21.83	0.00
Total 13200 RESERVE FUND		70,000.00	-69,978.17	0.00	0.00	21.83	0.00
100-13500-51112	SALARIES, APPOINTED POSITIONS	88,981.00	0.00	0.00	89,269.73	-288.73	100.32
100-13500-51113	WAGES, HOURLY	34,760.00	-991.00	0.00	33,480.89	288.11	99.15
100-13500-51142	LONGEVITY	619.00	0.00	0.00	617.50	1.50	99.76
100-13500-51144	PROF ASSOCIATION CERTIFICATION	1,000.00	0.00	0.00	1,000.00	0.00	100.00
100-13500-52307	HARPERS PAYROLL COSTS & FEES	12,380.00	-226.00	0.00	11,889.18	264.82	97.82
100-13500-52319	ADMINS ACCOUNTING SYSTEM	18,120.00	0.00	0.00	18,120.00	0.00	100.00
100-13500-54423	Forms	100.00	0.00	0.00	0.00	100.00	0.00
100-13500-54425	ACC-OFFICE SUPPLIES & EXPENSE	500.00	0.00	0.00	327.62	172.38	65.52
100-13500-57714	CONFERENCE REGISTRATION	500.00	-500.00	0.00	0.00	0.00	0.00
100-13500-57731	Dues	100.00	0.00	0.00	80.00	20.00	80.00
Total 13500 ACCOUNTANT		157,060.00	-1,717.00	0.00	154,784.92	558.08	99.64
100-13600-52331	AUDITING SERVICES	20,625.00	0.00	0.00	20,625.00	0.00	100.00
100-13600-52338	GASB45 OTHER POST EMPLOYMENT BENEFITS EX	3,000.00	0.00	0.00	3,000.00	0.00	100.00
Total 13600 AUDIT OF TOWN ACCOUNTS		23,625.00	0.00	0.00	23,625.00	0.00	100.00
100-14100-51112	SALARIES, APPOINTED POSITIONS	67,510.00	0.00	0.00	67,397.31	112.69	99.83
100-14100-51113	WAGES, HOURLY	21,575.00	0.00	0.00	21,502.69	72.31	99.67
100-14100-51142	LONGEVITY	765.00	0.00	0.00	765.00	0.00	100.00
100-14100-52249	Book Binding	250.00	0.00	0.00	166.05	83.95	66.42
100-14100-52307	ASR-PATRIOT PROPERTIES	22,600.00	0.00	10,705.00	11,895.00	0.00	100.00
100-14100-54425	ASR-OFFICE SUPPLIES & EXPENSE	400.00	0.00	0.00	230.40	169.60	57.60
100-14100-57711	Mileage	950.00	0.00	0.00	444.25	505.75	46.76
100-14100-57713	ASSESSORS Conferences	500.00	0.00	0.00	120.00	380.00	24.00
Total 14100 ASSESSORS		114,550.00	0.00	10,705.00	102,520.70	1,324.30	98.84

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-14200-52319	Prof & Tech - Misc Other	3,000.00	275.00	0.00	3,275.00	0.00	100.00
Total_14200 GIS		3,000.00	275.00	0.00	3,275.00	0.00	100.00
100-14500-51112	TRE-SALARIES, APPOINTED POSITIONS	79,644.00	0.00	0.00	79,644.00	0.00	100.00
100-14500-51113	WAGES, HOURLY	62,836.00	0.00	0.00	60,322.16	2,513.84	96.00
100-14500-51142	LONGEVITY	500.00	0.00	0.00	1,160.00	-660.00	232.00
100-14500-52306	Advertising, Legal Notices	500.00	0.00	0.00	0.00	500.00	0.00
100-14500-52308	Data Processing	5,000.00	0.00	0.00	5,000.00	0.00	100.00
100-14500-52328	Banking Services	9,800.00	-1,636.00	0.00	5,573.43	2,590.57	68.27
100-14500-54425	TRE-OFFICE SUPPLIES & EXPENSE	3,000.00	0.00	0.00	1,081.47	1,918.53	36.05
100-14500-57713	Conferences	600.00	0.00	0.00	571.26	28.74	95.21
100-14500-57714	Conference Registration	100.00	0.00	0.00	95.00	5.00	95.00
100-14500-57731	Dues	135.00	0.00	0.00	100.00	35.00	74.07
100-14500-57749	Premium Bond	1,100.00	0.00	0.00	411.00	689.00	37.36
Total_14500 TREASURER/COLLECTOR		163,215.00	-1,636.00	0.00	153,958.32	7,620.68	95.28
100-15100-52301	Town Counsel Fees	17,000.00	2,807.00	0.00	19,806.40	0.60	100.00
100-15100-52307	Consulting Services	10,000.00	64,096.00	0.00	74,096.39	-0.39	100.00
Total_15100 LAW DEPARTMENT		27,000.00	66,903.00	0.00	93,902.79	0.21	100.00
100-15200-52303	Medical/Random Drug Testing	500.00	1,100.00	0.00	1,642.50	-42.50	102.66
100-15200-52306	Advertising, Legal Notices	500.00	0.00	0.00	175.00	325.00	35.00
100-15200-54423	Forms	150.00	0.00	0.00	0.00	150.00	0.00
100-15200-57731	Dues	150.00	0.00	0.00	250.00	-100.00	166.67
Total_15200 PERSONNEL & HUMAN RESOURCES		1,300.00	1,100.00	0.00	2,067.50	332.50	86.15
100-15500-51112	SALARIES, APPOINTED POSITIONS	81,120.00	0.00	0.00	81,120.00	0.00	100.00
100-15500-51113	INF-WAGES (WEBMASTER STIPEND)	2,700.00	0.00	0.00	2,700.00	0.00	100.00
100-15500-52252	REPAIR & MAINT - COMPUTER EQUIP	1,680.00	0.00	356.50	1,784.21	-460.71	127.42
100-15500-52273	LEASE - COMM EQUIP - INTERNET SERVICES	1,920.00	0.00	0.00	2,283.72	-363.72	118.94
100-15500-52307	Consulting Services	600.00	0.00	0.00	0.00	600.00	0.00
100-15500-52356	LICENSE RENEWALS	5,729.00	-390.00	0.00	4,513.63	825.37	84.54
Total_15500 INFORMATION SYSTEMS TECHNOLOGY COMMITTEE		93,749.00	-390.00	356.50	92,401.56	600.94	99.36
100-15700-52245	R&M-Communications Equipment	4,000.00	0.00	0.00	50.00	3,950.00	1.25
100-15700-52341	Telephone	12,000.00	390.00	390.00	15,891.42	-3,891.42	131.41
Total_15700 CENTRAL TELEPHONE		16,000.00	390.00	390.00	15,941.42	58.58	99.64
100-15800-52304	Legal, Tax Title	500.00	0.00	0.00	0.00	500.00	0.00
100-15800-56691	Land Court Costs	750.00	0.00	0.00	0.00	750.00	0.00
100-15800-56692	Registry of Deeds	1,250.00	0.00	0.00	1,125.00	125.00	90.00
Total_15800 TAX TITLE FORECLOSURE		2,500.00	0.00	0.00	1,125.00	1,375.00	45.00
100-15900-52342	Postage	22,000.00	0.00	0.00	20,556.63	1,443.37	93.44
100-15900-52343	Postage Meter Rental	7,300.00	0.00	0.00	7,272.84	27.16	99.63
100-15900-52346	Permit Renewal	450.00	0.00	0.00	225.00	225.00	50.00
100-15900-54425	POS-OFFICE SUPPLIES & EXPENSE	300.00	0.00	0.00	324.68	-24.68	108.23
Total_15900 POSTAGE METER		30,050.00	0.00	0.00	28,379.15	1,670.85	94.44

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Apprpr Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-16100-51112	CLK-SALARIES, APPOINTED POSITIONS	57,254.00	-633.00	0.00	54,807.54	1,813.46	96.80
100-16100-52306	Advertising, Legal Notices	400.00	0.00	0.00	106.26	293.74	26.57
100-16100-52319	PROF & TECH - MISC OTHER	0.00	4,590.00	0.00	4,590.00	0.00	100.00
100-16100-54425	CLK-OFFICE SUPPLIES & EXPENSE	700.00	0.00	0.00	1,364.61	-664.61	194.94
100-16100-54427	Dog Licenses	350.00	0.00	0.00	305.26	44.74	87.22
100-16100-57713	Conferences	300.00	0.00	0.00	351.47	-51.47	117.16
100-16100-57731	Dues	300.00	0.00	0.00	335.26	-35.26	111.75
100-16100-57749	Premium Bond	100.00	0.00	0.00	100.00	0.00	100.00
Total 16100 TOWN CLERK		59,404.00	3,957.00	0.00	61,960.40	1,400.60	97.79
100-16200-51195	FEES - ELECTION WORKERS	2,000.00	633.00	0.00	3,004.94	-371.94	114.13
100-16200-52309	Public Safety-Police Details	969.00	0.00	0.00	828.32	140.68	85.48
100-16200-52319	Prof & Tech - Misc Other	2,200.00	0.00	0.00	2,013.72	186.28	91.53
100-16200-54491	Refreshments	100.00	0.00	0.00	54.55	45.45	54.55
Total 16200 ELECTIONS		5,269.00	633.00	0.00	5,901.53	0.47	99.99
100-16300-51112	SALARIES, APPOINTED POSITIONS	2,290.00	0.00	0.00	2,290.00	0.00	100.00
100-16300-52313	Printing	1,482.00	0.00	0.00	1,931.20	-449.20	130.31
100-16300-52342	Postage	2,280.00	0.00	0.00	1,902.30	377.70	83.43
100-16300-54425	REG-OFFICE SUPPLIES & EXPENSE	400.00	0.00	0.00	328.50	71.50	82.13
Total 16300 REGISTRATION		6,452.00	0.00	0.00	6,452.00	0.00	100.00
100-17100-51113	WAGES, HOURLY	48,485.00	0.00	0.00	48,484.81	0.19	100.00
100-17100-51142	LONGEVITY	657.00	0.00	0.00	656.26	0.74	99.89
Total 17100 CONSERVATION COMMISSION		49,142.00	0.00	0.00	49,141.07	0.93	100.00
100-17500-51112	PLA-SALARIES, APPOINTED POSITIONS	69,500.00	0.00	0.00	69,500.00	0.00	100.00
100-17500-52306	Advertising, Legal Notices	600.00	0.00	0.00	0.00	600.00	0.00
100-17500-54425	PLA-OFFICE SUPPLIES & EXPENSE	500.00	0.00	0.00	60.74	439.26	12.15
100-17500-56694	N.M.C.O.G. MEMBERSHIP DUES	4,377.00	0.00	0.00	3,460.74	916.26	79.07
100-17500-60001	PLANNING BOARD ENCUMBERED FUNDS	27.74	73.33	0.00	100.57	0.50	99.51
Total 17500 PLANNING BOARD		75,004.74	73.33	0.00	73,122.05	1,956.02	97.40
100-17600-51113	WAGES, HOURLY	9,710.00	1,717.00	0.00	11,430.82	-3.82	100.03
100-17600-54425	APP-OFFICE SUPPLIES & EXPENSE	250.00	0.00	0.00	246.18	3.82	98.47
Total 17600 BOARD OF APPEALS		9,960.00	1,717.00	0.00	11,677.00	0.00	100.00
100-19200-51113	WAGES, HOURLY	44,180.00	-7,593.89	0.00	36,586.11	0.00	100.00
100-19200-51115	WAGES, SUBSTITUTE FILL-IN	1,332.00	-91.29	0.00	1,240.71	0.00	100.00
100-19200-51130	OVERTIME	800.00	-528.98	0.00	271.02	0.00	100.00
100-19200-51142	LONGEVITY	1,380.00	-690.00	0.00	690.00	0.00	100.00
100-19200-52211	Electricity-Building	11,000.00	0.00	0.00	5,633.13	5,366.87	51.21
100-19200-52215	NATURAL GAS - HEATING	4,800.00	1,636.00	800.00	7,411.73	-1,775.73	127.59
100-19200-52231	Town Water	275.00	0.00	0.00	378.03	-103.03	137.47
100-19200-52232	Town Sewer	350.00	0.00	0.00	361.75	-11.75	103.36
100-19200-52241	R&M-Building & Grounds	2,000.00	8,904.16	0.00	11,079.01	-174.85	101.60
100-19200-52261	R&M-Heating/Air Cond Equipment	2,000.00	0.00	0.00	4,054.33	-2,054.33	202.72
100-19200-52280	R&L-Office Equipment	3,500.00	0.00	0.00	3,791.35	-291.35	108.32
100-19200-52293	Solid Waste Disposal	1,400.00	0.00	0.00	800.00	600.00	57.14
100-19200-52319	Prof & Tech - Misc Other	300.00	0.00	0.00	172.55	127.45	57.52
100-19200-54424	Photocopy	1,400.00	0.00	0.00	2,874.30	-1,474.30	205.31
100-19200-54449	Other Bldg Repair & Maint	1,500.00	0.00	0.00	1,833.31	-333.31	122.22
100-19200-57711	Mileage	125.00	0.00	0.00	0.00	125.00	0.00
100-19200-60001	TOWN HALL ENCUMBERED FUNDS	1,048.68	0.00	0.00	1,036.22	12.46	98.81
Total 19200 TOWN HALL		77,390.68	1,636.00	800.00	78,213.55	13.13	99.98

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS									
Account Number	Description	Appropriation	Appropr Adj	Encumbrances	Expenditures	Unspent Balance	Percent Used		
100-21100-51112	SALARIES, APPOINTED POSITIONS	140,592.00	0.00	0.00	140,592.00	0.00	100.00		
100-21100-51113	WAGES, HOURLY	1,011,112.00	30,000.00	0.00	1,022,811.40	18,300.60	98.24		
100-21100-51130	OVERTIME	250,000.00	60,000.00	0.00	278,616.20	31,383.80	89.88		
100-21100-51141	EDUCATIONAL INCENTIVE	41,991.00	0.00	0.00	42,942.00	-951.00	102.27		
100-21100-51142	LONGEVITY	13,050.00	0.00	0.00	11,500.00	1,550.00	88.12		
100-21100-51192	UNIFORM ALLOWANCE	19,650.00	0.00	0.00	19,163.64	486.36	97.53		
100-21100-52211	Electricity-Building	21,874.00	0.00	0.00	19,427.34	2,446.66	88.82		
100-21100-52215	Natural Gas-Heating	9,000.00	0.00	0.00	12,685.63	-3,685.63	140.95		
100-21100-52231	Tow n Water	1,300.00	0.00	0.00	1,142.18	157.82	87.86		
100-21100-52241	R&M-Building & Grounds	11,050.00	0.00	0.00	12,950.92	-1,900.92	117.20		
100-21100-52242	R&M-Vehicles	16,666.00	0.00	0.00	8,401.65	8,264.35	50.41		
100-21100-52252	R&M-Data Processing Equipment	20,600.00	0.00	0.00	20,597.50	2.50	99.99		
100-21100-52253	R&M-Other Police Equipment	650.00	0.00	0.00	1,058.00	-408.00	162.77		
100-21100-52273	R&L-Communications Equipment	6,500.00	0.00	0.00	6,777.02	-277.02	104.26		
100-21100-52293	Solid Waste Disposal	2,698.00	0.00	0.00	1,901.70	796.30	70.49		
100-21100-52319	Prof & Tech - Misc Other	12,067.00	0.00	0.00	11,621.00	446.00	96.30		
100-21100-52323	Training	7,000.00	0.00	0.00	5,884.00	1,116.00	84.06		
100-21100-52326	Testing	5,000.00	0.00	0.00	9,017.00	-4,017.00	180.34		
100-21100-52342	Postage	500.00	0.00	0.00	310.00	190.00	62.00		
100-21100-52385	VACS Ticket Processing	300.00	0.00	0.00	25.15	274.85	8.38		
100-21100-54411	Gasoline	29,880.00	0.00	0.00	28,650.41	1,229.59	95.89		
100-21100-54425	POL-OFFICE SUPPLIES & EXPENSE	1,800.00	0.00	0.00	3,444.40	-1,644.40	191.36		
100-21100-54426	Data Processing	2,000.00	0.00	0.00	1,431.76	568.24	71.59		
100-21100-54459	Other Custodial	1,500.00	0.00	0.00	1,487.63	12.37	99.18		
100-21100-54492	Food Service	150.00	0.00	0.00	189.41	-39.41	126.27		
100-21100-54585	Ammunition	4,000.00	0.00	0.00	4,027.95	-27.95	100.70		
100-21100-54591	Uniforms	1,000.00	0.00	0.00	1,101.45	-101.45	110.15		
100-21100-54599	Miscellaneous Other	3,000.00	0.00	0.00	8,573.10	-5,573.10	285.77		
100-21100-57712	Meetings	3,500.00	0.00	0.00	3,860.30	-360.30	110.29		
100-21100-57731	Dues	1,400.00	0.00	0.00	2,173.95	-773.95	155.28		
Total 21100 POLICE DEPARTMENT		1,639,830.00	90,000.00	0.00	1,682,364.69	47,465.31	97.26		
100-22100-51112	SALARIES, APPOINTED POSITIONS	80,000.00	12,491.00	0.00	92,490.34	0.66	100.00		
100-22100-51113	WAGES, HOURLY	41,659.00	-3,734.00	0.00	29,575.39	8,349.61	77.98		
100-22100-51115	ON CALL WAGES	75,237.00	-20,849.00	0.00	54,387.79	0.21	100.00		
100-22100-51116	STIPENDS	11,550.00	0.00	0.00	9,624.00	1,926.00	83.33		
100-22100-51130	OVERTIME	1,500.00	0.00	0.00	3,420.03	-1,920.03	228.00		
100-22100-51142	LONGEVITY	1,663.00	0.00	0.00	435.50	1,227.50	26.19		
100-22100-52211	Electricity-Building	7,100.00	0.00	409.10	6,120.97	569.93	91.97		
100-22100-52215	Natural Gas-Heating	8,100.00	0.00	130.16	7,330.57	639.27	92.11		
100-22100-52231	Tow n Water	2,000.00	0.00	0.00	1,914.99	85.01	95.75		
100-22100-52241	R&M-Building & Grounds	11,050.00	0.00	0.00	7,677.74	3,372.26	69.48		
100-22100-52242	R&M-Vehicles	12,300.00	0.00	0.00	10,373.69	1,926.31	84.34		
100-22100-52273	R&L-Communications Equipment	600.00	0.00	0.00	810.00	-210.00	135.00		
100-22100-52299	Miscellaneous Other	2,625.00	0.00	0.00	754.22	1,870.78	28.73		
100-22100-52303	Medical/Random Drug Testing	1,250.00	0.00	0.00	253.00	997.00	20.24		
100-22100-52319	Prof & Tech - Misc Other	2,400.00	0.00	0.00	2,950.00	-550.00	122.92		
100-22100-52323	Training	2,500.00	0.00	0.00	2,950.00	-450.00	118.00		
100-22100-54411	Gasoline	2,000.00	0.00	0.00	2,153.64	-153.64	107.68		
100-22100-54412	Diesel Fuel	6,000.00	0.00	0.00	3,970.37	2,029.63	66.17		
100-22100-54425	FIR-OFFICE SUPPLIES & EXPENSE	600.00	0.00	0.00	1,208.43	-608.43	201.41		
100-22100-54581	Firefighting Supplies	10,500.00	0.00	0.00	11,408.65	-908.65	108.65		
100-22100-54591	Uniforms	1,050.00	0.00	0.00	1,673.99	-623.99	159.43		
100-22100-54599	Miscellaneous Other	300.00	0.00	0.00	160.16	139.84	53.39		
100-22100-57733	Memberships	2,700.00	0.00	0.00	1,438.85	1,261.15	53.29		
100-22100-60001	FIRE DEPT ENCUMBERED FUNDS	550.00	0.00	0.00	387.09	162.91	70.38		
Total 22100 FIRE DEPT		285,234.00	-12,092.00	539.26	253,469.41	19,133.33	93.00		

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-23100-51113	WAGES, HOURLY	188,810.00	0.00	0.00	164,641.85	24,168.15	87.20
100-23100-51115	ON CALL WAGES	70,000.00	0.00	0.00	53,763.08	16,236.92	76.80
100-23100-51116	STIPENDS	1,210.00	0.00	0.00	1,903.50	-693.50	157.31
100-23100-51117	PER DIEM BASIC	51,032.00	0.00	0.00	68,158.13	-17,126.13	133.56
100-23100-51118	PER DIEM PARAMEDIC	25,152.00	0.00	0.00	45,805.83	-20,653.83	182.12
100-23100-51130	OVERTIME	37,000.00	24,583.00	0.00	65,235.94	-3,652.94	105.93
100-23100-51142	LONGEVITY	375.00	0.00	0.00	187.50	187.50	50.00
100-23100-52242	AMB-R&M - VEHICLES	13,500.00	0.00	0.00	13,069.01	430.99	96.81
100-23100-52245	R&M-Communications Equipment	2,900.00	0.00	0.00	2,246.44	653.56	77.46
100-23100-52257	R&M-Ambulance Equipment	2,200.00	0.00	0.00	1,328.85	871.15	60.40
100-23100-52276	R&L-Minor Outside	1,300.00	0.00	0.00	2,670.58	-1,370.58	205.43
100-23100-52293	Solid Waste Disposal	500.00	0.00	0.00	321.75	178.25	64.35
100-23100-52299	Miscellaneous Other	250.00	0.00	0.00	589.28	-339.28	235.71
100-23100-52303	Medical/Random Drug Testing	1,000.00	0.00	0.00	3,206.00	-2,206.00	320.60
100-23100-52306	Advertising, Legal Notices	200.00	0.00	0.00	0.00	200.00	0.00
100-23100-52307	MEDICAL BILLING SERVICES	19,000.00	0.00	0.00	20,077.39	-1,077.39	105.67
100-23100-52308	Data Processing	3,600.00	0.00	0.00	1,843.46	1,756.54	51.21
100-23100-52323	Training	1,500.00	0.00	0.00	0.00	1,500.00	0.00
100-23100-52356	License Renew als	3,500.00	0.00	0.00	2,539.00	961.00	72.54
100-23100-54411	Gasoline	500.00	0.00	0.00	863.36	-363.36	172.67
100-23100-54412	Diesel Fuel	8,000.00	0.00	0.00	7,835.57	164.43	97.95
100-23100-54425	AMB-OFFICE SUPPLIES & EXPENSE	800.00	0.00	0.00	149.58	650.42	18.70
100-23100-54501	Ambulance Supplies	25,000.00	0.00	0.00	24,050.62	949.38	96.20
100-23100-54591	Uniforms	5,000.00	0.00	0.00	2,771.00	2,229.00	55.42
100-23100-57715	Tuition	1,800.00	0.00	0.00	3,340.00	-1,540.00	185.56
100-23100-57733	Memberships	1,800.00	0.00	0.00	2,201.38	-401.38	122.30
100-23100-57734	AMBULANCE "ALS" FEES	2,000.00	0.00	0.00	3,712.50	-1,712.50	185.63
100-23100-90092	ART 1 STM 6/19/17 NEW AMBULANCE PURCHASE	289,592.00	0.00	0.00	289,592.00	0.00	100.00
Total 23100 AMBULANCE SERVICE		757,521.00	24,583.00	0.00	782,103.60	0.40	100.00
100-24100-51112	BLD-SALARIES, APPOINTED POSITIONS	50,000.00	0.00	0.00	46,153.92	3,846.08	92.31
100-24100-51113	WAGES, HOURLY	48,342.00	0.00	0.00	49,010.05	-668.05	101.38
100-24100-51142	LONGEVITY	992.00	0.00	0.00	992.00	0.00	100.00
100-24100-54411	GASOLINE	0.00	893.00	0.00	577.12	315.88	64.63
100-24100-54423	Forms	650.00	0.00	0.00	669.20	-19.20	102.95
100-24100-54511	BOOKS	0.00	466.00	0.00	504.38	-38.38	108.24
100-24100-57711	Mileage	0.00	1,451.00	0.00	1,045.62	405.38	72.06
100-24100-57715	Tuition	100.00	0.00	0.00	100.00	0.00	100.00
100-24100-57731	Dues	100.00	0.00	0.00	0.00	100.00	0.00
Total 24100 BUILDING AND ZONING OFFICER		100,184.00	2,810.00	0.00	99,052.29	3,941.71	96.17
100-24200-51112	SALARIES, APPOINTED POSITIONS	2,460.00	0.00	0.00	2,460.00	0.00	100.00
100-24200-51193	INSPECTION FEES	6,192.00	-469.00	0.00	5,506.00	217.00	96.21
100-24200-57711	Mileage	160.00	0.00	0.00	106.35	53.65	66.47
100-24200-57714	Conference Registration	310.00	0.00	0.00	310.00	0.00	100.00
100-24200-57731	Dues	35.00	0.00	0.00	25.00	10.00	71.43
Total 24200 GAS INSPECTOR		9,157.00	-469.00	0.00	8,407.35	280.65	96.77
100-24300-51112	SALARIES, APPOINTED POSITIONS	2,460.00	0.00	0.00	2,460.00	0.00	100.00
100-24300-51193	INSPECTION FEES	5,440.00	469.00	0.00	5,931.00	-22.00	100.37
100-24300-57711	Mileage	160.00	0.00	0.00	132.08	27.92	82.55
100-24300-57714	Conference Registration	310.00	0.00	0.00	325.00	-15.00	104.84
100-24300-57731	PLU-DUES	35.00	0.00	0.00	25.00	10.00	71.43
Total 24300 PLUMBING INSPECTOR		8,405.00	469.00	0.00	8,873.08	0.92	99.99

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-24400-51112	SALARIES, APPOINTED POSITIONS	5,044.00	0.00	0.00	5,044.00	0.00	100.00
100-24400-54423	Forms	75.00	0.00	0.00	0.00	75.00	0.00
100-24400-57711	Mileage	100.00	0.00	0.00	0.00	100.00	0.00
Total 24400 SEALER OF WEIGHTS AND MEASURES		5,219.00	0.00	0.00	5,044.00	175.00	96.65
100-24500-51112	SALARIES, APPOINTED POSITIONS	1,800.00	0.00	0.00	1,800.00	0.00	100.00
100-24500-51193	INSPECTION FEES	16,500.00	0.00	0.00	13,440.00	3,060.00	81.46
100-24500-54425	OFFICE SUPPLIES & EXPENSE	100.00	0.00	0.00	99.93	0.07	99.93
100-24500-57711	Mileage	75.00	0.00	0.00	0.00	75.00	0.00
100-24500-57714	CONFERENCE REGISTRATION	200.00	0.00	0.00	0.00	200.00	0.00
Total 24500 WIRING INSPECTOR		18,675.00	0.00	0.00	15,339.93	3,335.07	82.14
100-25100-51112	SALARIES, APPOINTED POSITIONS	68,266.00	0.00	0.00	68,528.16	-262.16	100.38
100-25100-51113	WAGES, HOURLY	207,197.00	-21,610.83	0.00	157,149.64	28,436.53	84.68
100-25100-51130	OVERTIME	26,000.00	42,224.00	0.00	98,688.96	-30,464.96	144.65
100-25100-51142	LONGEVITY	2,895.00	0.00	0.00	2,020.00	875.00	69.78
100-25100-52211	Electricity-Building	1,500.00	0.00	0.00	2,584.66	-1,084.66	172.31
100-25100-52241	R&M-Building & Grounds	835.00	0.00	0.00	1,019.91	-184.91	122.15
100-25100-52244	R&M-Office Equipment	585.00	0.00	0.00	0.00	585.00	0.00
100-25100-52245	R&M-Communications Equipment	2,000.00	6,764.00	0.00	8,231.67	532.33	93.93
100-25100-52252	R&M-Data Processing Equipment	9,100.00	0.00	0.00	8,886.83	213.17	97.66
100-25100-54425	CMM-OFFICE SUPPLIES & EXPENSE	1,500.00	0.00	0.00	759.12	740.88	50.61
100-25100-54589	Communications	1,315.00	0.00	0.00	0.00	1,315.00	0.00
100-25100-57731	Dues	480.00	0.00	0.00	1,180.58	-700.58	245.95
Total 25100 COMMUNICATIONS CENTER		321,673.00	27,377.17	0.00	349,049.53	0.64	100.00
100-29100-52241	R&M-Building & Grounds	50.00	0.00	0.00	42.88	7.12	85.76
100-29100-52242	R&M-Vehicles	500.00	0.00	0.00	1,043.32	-543.32	208.66
100-29100-52308	EMERGENCY MANAGEMENT Data Processing	1,500.00	0.00	0.00	1,422.04	77.96	94.80
100-29100-54411	Gasoline	475.00	0.00	0.00	231.43	243.57	48.72
100-29100-54425	EMA-OFFICE SUPPLIES & EXPENSE	200.00	0.00	0.00	44.67	155.33	22.34
100-29100-54483	Batteries & Anti-Freeze	200.00	0.00	0.00	0.00	200.00	0.00
100-29100-54515	Training	1,200.00	0.00	0.00	20.00	1,180.00	1.67
100-29100-54585	Ammunition	1,750.00	0.00	0.00	1,504.11	245.89	85.95
100-29100-54591	Uniforms	1,700.00	0.00	0.00	2,309.34	-609.34	135.84
100-29100-54592	Recognition Awards	550.00	0.00	0.00	358.45	191.55	65.17
100-29100-57731	EMA - DUES	100.00	0.00	0.00	100.00	0.00	100.00
Total 29100 EMERGENCY MANAGEMENT AGENCY		8,225.00	0.00	0.00	7,076.24	1,148.76	86.03
100-29200-51113	WAGES, HOURLY	20,509.00	0.00	0.00	20,510.46	-1.46	100.01
100-29200-52321	Veterinarian Services	1,000.00	0.00	0.00	0.00	1,000.00	0.00
100-29200-54425	ACO-OFFICE SUPPLIES & EXPENSE	50.00	0.00	0.00	70.44	-20.44	140.88
100-29200-54586	Kennel	2,000.00	0.00	0.00	1,992.00	8.00	99.60
100-29200-57711	ACO-MILEAGE	250.00	0.00	0.00	0.00	250.00	0.00
Total 29200 ANIMAL CONTROL OFFICER		23,809.00	0.00	0.00	22,572.90	1,236.10	94.81
100-29300-52246	R&M-Traffic Controls	1,000.00	0.00	0.00	0.00	1,000.00	0.00
100-29300-54587	Safety & Traffic Signs	3,000.00	0.00	0.00	4,000.00	-1,000.00	133.33
Total 29300 SAFETY, TRAFFIC SIGNS & SIGNALS		4,000.00	0.00	0.00	4,000.00	0.00	100.00
100-29600-52319	Prof & Tech - Misc Other	350.00	0.00	0.00	350.00	0.00	100.00
Total 29600 CONSTABLES		350.00	0.00	0.00	350.00	0.00	100.00

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Percent Used
100-31100-56693	NVT-REG SCHOOL DIST OPERATING ASSESSMENT	1,606,290.00	0.00	0.00	1,606,290.00	0.00	100.00
100-31100-59101	NVT-REG SCHOOL DIST DEBT-EXCLUDED	99,340.00	0.00	0.00	99,340.00	0.00	100.00
100-31100-59105	NVT-REG SCHOOL DIST DEBT-ROOF PROJECT	34,872.00	0.00	0.00	34,872.00	0.00	100.00
Total 31100 NASHOBA VALLEY TEC HIGH SCHOOL		1,740,502.00	0.00	0.00	1,740,502.00	0.00	100.00
100-32100-56693	NMR-REG SCHOOL DIST OPERATING ASSESSMENT	13,306,721.00	0.00	0.00	13,306,721.00	0.00	100.00
100-32100-59103	NMRSD DEBT - NISSITISIT	316,450.00	0.00	0.00	316,450.00	0.00	100.00
100-32100-59104	NMRSD DEBT - NEW HIGH SCHOOL	988,202.00	0.00	0.00	988,202.00	0.00	100.00
100-32100-59106	NMR-REG SCH DIST DEBT-VARN BRK FEAS ROOF	2,000.00	0.00	0.00	2,000.00	0.00	100.00
Total 32100 NO MIDDLESEX REG SCH DISTRICT		14,613,373.00	0.00	0.00	14,613,373.00	0.00	100.00
100-41100-51112	SALARIES, APPOINTED POSITIONS	106,373.00	0.00	0.00	106,373.00	0.00	100.00
100-41100-51113	WAGES, HOURLY	69,639.00	0.00	0.00	69,638.49	0.51	100.00
100-41100-51142	LONGEVITY	1,294.00	0.00	0.00	1,293.74	0.26	99.98
100-41100-52242	R&M-Vehicles	500.00	0.00	0.00	0.00	500.00	0.00
100-41100-52336	ENG-LICENSE RENEWALS	150.00	0.00	0.00	150.00	0.00	100.00
100-41100-54411	Gasoline	345.00	0.00	0.00	0.00	345.00	0.00
100-41100-54425	ENG-OFFICE SUPPLIES & EXPENSE	250.00	0.00	0.00	111.53	138.47	44.61
100-41100-54579	Misc Other Public Works	350.00	0.00	0.00	242.25	107.75	69.21
100-41100-56692	Registry of Deeds	200.00	0.00	0.00	75.00	125.00	37.50
100-41100-56696	ENG-STATE INSPECTION	40.00	0.00	0.00	35.00	5.00	87.50
100-41100-57711	Mileage	50.00	0.00	0.00	451.40	-401.40	902.80
100-41100-57712	Meetings	500.00	0.00	0.00	0.00	500.00	0.00
100-41100-57731	Dues	5,100.00	0.00	0.00	5,238.00	-138.00	102.71
Total 41100 TOWN ENGINEER		184,791.00	0.00	0.00	183,608.41	1,182.59	99.36

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Percent Used
100-42200-51112	SALARIES, APPOINTED POSITIONS	91,084.00	0.00	0.00	91,083.20	0.80	100.00
100-42200-51113	WAGES, HOURLY	403,937.00	0.00	0.00	402,093.60	1,843.40	99.54
100-42200-51130	OVERTIME	13,000.00	0.00	0.00	13,355.01	-355.01	102.73
100-42200-51142	LONGEVITY	7,185.00	0.00	0.00	7,185.00	0.00	100.00
100-42200-52211	Electricity-Building	7,000.00	0.00	0.00	4,937.29	2,062.71	70.53
100-42200-52215	Natural Gas-Heating	2,200.00	0.00	0.00	1,422.40	777.60	64.66
100-42200-52231	Town Water	375.00	0.00	0.00	627.39	-252.39	167.30
100-42200-52232	Town Sewer	500.00	0.00	0.00	310.26	189.74	62.05
100-42200-52241	R&M-Building & Grounds	1,250.00	0.00	0.00	3,225.15	-1,975.15	258.01
100-42200-52242	R&M-Vehicles	7,500.00	2,780.00	0.00	10,489.66	-209.66	102.04
100-42200-52248	Street Paving & Marking	20,000.00	0.00	0.00	18,348.90	1,651.10	91.75
100-42200-52272	R&L-Const,Snow ,Law n Equipment	3,000.00	0.00	0.00	0.00	3,000.00	0.00
100-42200-52273	R&L-Communications Equipment	1,000.00	0.00	0.00	2,047.88	-1,047.88	204.79
100-42200-52280	R&L-Office Equipment	1,200.00	0.00	0.00	1,222.00	-22.00	101.83
100-42200-52297	Stump Grinding Service	3,000.00	0.00	0.00	1,680.00	1,320.00	56.00
100-42200-52303	Medical/Random Drug Testing	800.00	0.00	0.00	399.50	400.50	49.94
100-42200-52309	Public Safety-Police Details	2,500.00	0.00	0.00	2,824.57	-324.57	112.98
100-42200-52319	Prof & Tech - Misc Other	2,500.00	0.00	0.00	2,362.42	137.58	94.50
100-42200-52334	Asphalt Recycling	19,000.00	0.00	0.00	19,795.20	-795.20	104.19
100-42200-52336	License Renewals	1,000.00	0.00	0.00	395.50	604.50	39.55
100-42200-52382	Animal & Pest Control	1,000.00	0.00	0.00	641.25	358.75	64.13
100-42200-54411	Gasoline	5,000.00	0.00	0.00	2,966.02	2,033.98	59.32
100-42200-54412	Diesel Fuel	10,000.00	0.00	0.00	11,482.50	-1,482.50	114.83
100-42200-54425	HWY-OFFICE SUPPLIES & EXPENSE	7,150.00	0.00	0.00	8,184.97	-1,034.97	114.48
100-42200-54449	Other Bldg Repair & Maint	9,500.00	0.00	0.00	8,750.30	749.70	92.11
100-42200-54485	Parts & Accessories	30,000.00	3,406.00	0.00	35,235.59	-1,829.59	105.48
100-42200-54530	HIGHWAYS - ROADWAY MAINTENANCE	11,630.00	0.00	0.00	14,326.75	-2,696.75	123.19
100-42200-54531	Sand, Gravel & Stone	2,000.00	0.00	0.00	1,418.92	581.08	70.95
100-42200-54533	Bituminous Concrete	7,500.00	0.00	0.00	6,917.35	582.65	92.23
100-42200-54555	Curbing & Guardrails	8,500.00	0.00	0.00	10,153.92	-1,653.92	119.46
100-42200-54579	Misc Other Public Works	12,750.00	0.00	0.00	12,833.49	-83.49	100.66
100-42200-54591	Uniforms	4,500.00	0.00	0.00	6,601.46	-2,101.46	146.70
100-42200-54599	HWY-MISC ROADSIDE TRASH PICKUP & DISPOSE	2,000.00	0.00	0.00	2,385.00	-385.00	119.25
Total 42200 HIGHWAYS-CONST & MAINTENANCE		699,561.00	6,186.00	0.00	705,702.45	44.55	99.99
100-42300-51114	SNO-SNOW & ICE - REGULAR WAGES	0.00	0.00	0.00	6,285.37	-6,285.37	0.00
100-42300-51130	SNO-SNOW & ICE - OVERTIME WAGES	66,600.00	0.00	0.00	66,913.11	-313.11	100.47
100-42300-54556	SNO-SNOW & ICE EXPENSES	113,400.00	169,022.00	0.00	275,823.04	6,598.96	97.66
Total 42300 SNOW & ICE		180,000.00	169,022.00	0.00	349,021.52	0.48	100.00
100-42400-52213	Electricity-Street Lights	45,000.00	9,366.00	0.00	54,364.94	1.06	100.00
100-42400-60001	STREET LIGHTS ENCUMBERED FUNDS	4,500.00	-73.33	0.00	4,293.20	133.47	96.99
Total 42400 STREET LIGHTING		49,500.00	9,292.67	0.00	58,658.14	134.53	99.77
100-42700-52318	Tree Experts	13,650.00	-6,186.00	0.00	2,656.25	4,807.75	35.59
100-42700-54485	Parts & Accessories	1,000.00	0.00	0.00	108.62	891.38	10.86
100-42700-54550	Equipment Repair Parts	210.00	0.00	0.00	473.05	-263.05	225.26
100-42700-57731	Dues	75.00	0.00	0.00	85.00	-10.00	113.33
Total 42700 TREE CARE AND PLANTING		14,935.00	-6,186.00	0.00	3,322.92	5,426.08	37.98

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-49100-51113	WAGES, HOURLY	85,491.00	0.00	0.00	85,422.24	68.76	99.92
100-49100-51130	OVERTIME	3,000.00	0.00	0.00	2,982.76	17.24	99.43
100-49100-51142	LONGEVITY	1,010.00	0.00	0.00	1,010.00	0.00	100.00
100-49100-52211	CEMETERY Electricity-Building	1,300.00	0.00	0.00	1,057.19	242.81	81.32
100-49100-52231	CEMETERY Town Water	200.00	0.00	0.00	451.88	-251.88	225.94
100-49100-52241	CEMETERY R&M-Building & Grounds	300.00	0.00	0.00	0.00	300.00	0.00
100-49100-52242	CEMETERY R&M-Vehicles	250.00	0.00	0.00	170.00	80.00	68.00
100-49100-52273	CEMETERY R&L-Communications E	540.00	0.00	0.00	467.64	72.36	86.60
100-49100-52293	CEMETERY Solid Waste Disposal	1,700.00	0.00	0.00	1,700.00	0.00	100.00
100-49100-52336	CEMETERY License Renewals	200.00	0.00	0.00	102.35	97.65	51.18
100-49100-54411	CEMETERY Gasoline	2,300.00	0.00	0.00	2,483.21	-183.21	107.97
100-49100-54412	CEMETERY Diesel Fuel	1,000.00	0.00	0.00	1,060.28	-60.28	106.03
100-49100-54478	CEMETERY Equipment Repair Parts	3,500.00	0.00	0.00	3,018.51	481.49	86.24
100-49100-54479	CEMETERY Other Groundskeeping	3,250.00	0.00	0.00	3,344.24	-94.24	102.90
100-49100-90093	ART 12 ATM 5/7/18 SALE LOTS>CEM TRAILER	0.00	2,500.00	0.00	0.00	2,500.00	0.00
100-49100-90094	ART 13 ATM 5/7/18 SALE LOTS>CEM MOWER	0.00	7,500.00	0.00	0.00	7,500.00	0.00
Total_ 49100 CEMETERY		104,041.00	10,000.00	0.00	103,270.30	10,770.70	90.56
100-51100-51113	WAGES, HOURLY	24,121.00	0.00	0.00	20,989.28	3,131.72	87.02
100-51100-52306	Advertising, Legal Notices	277.00	0.00	0.00	70.00	207.00	25.27
100-51100-52307	Consulting Services	40,983.00	0.00	0.00	40,981.72	1.28	100.00
100-51100-52321	Veterinarian Services	1,243.00	0.00	0.00	179.60	1,063.40	14.45
100-51100-54425	BOH-OFFICE SUPPLIES & EXPENSE	300.00	0.00	0.00	216.55	83.45	72.18
100-51100-57711	Mileage	300.00	0.00	0.00	214.94	85.06	71.65
100-51100-57714	Conference Registration	200.00	0.00	0.00	60.00	140.00	30.00
100-51100-57733	Memberships	150.00	0.00	0.00	150.00	0.00	100.00
Total_ 51100 BOARD OF HEALTH		67,574.00	0.00	0.00	62,862.09	4,711.91	93.03
100-54100-51112	SALARIES, APPOINTED POSITIONS	62,087.00	0.00	0.00	62,086.96	0.04	100.00
100-54100-51113	WAGES, HOURLY	81,525.00	0.00	0.00	76,655.64	4,869.36	94.03
100-54100-52211	Electricity-Building	10,000.00	0.00	0.00	9,386.74	613.26	93.87
100-54100-52215	Natural Gas-Heating	6,000.00	0.00	0.00	7,402.52	-1,402.52	123.38
100-54100-52231	Town Water	500.00	0.00	0.00	455.57	44.43	91.11
100-54100-52232	Town Sewer	700.00	0.00	0.00	781.44	-81.44	111.63
100-54100-52241	R&M-Building & Grounds	6,164.00	0.00	0.00	6,023.89	140.11	97.73
100-54100-52244	R&M-Office Equipment	350.00	0.00	0.00	290.00	60.00	82.86
100-54100-52293	Solid Waste Disposal	1,100.00	0.00	0.00	1,035.00	65.00	94.09
100-54100-52308	Data Processing	2,400.00	0.00	0.00	2,128.92	271.08	88.71
100-54100-52315	Home Care Services	575.00	0.00	0.00	575.00	0.00	100.00
100-54100-52333	Meals Programs	1,250.00	0.00	0.00	0.00	1,250.00	0.00
100-54100-52353	Programs	6,000.00	0.00	0.00	5,970.00	30.00	99.50
100-54100-54425	COA-OFFICE SUPPLIES & EXPENSE	1,000.00	0.00	0.00	613.08	386.92	61.31
100-54100-54459	Other Custodial	575.00	0.00	0.00	626.95	-51.95	109.04
100-54100-54581	Firefighting Supplies	175.00	0.00	0.00	0.00	175.00	0.00
100-54100-57733	Memberships	450.00	0.00	0.00	348.84	101.16	77.52
Total_ 54100 COUNCIL ON AGING		180,851.00	0.00	0.00	174,380.55	6,470.45	96.42
100-54300-51112	SALARIES, APPOINTED POSITIONS	8,500.00	0.00	0.00	8,500.00	0.00	100.00
100-54300-54425	VET-OFFICE SUPPLIES & EXPENSE	100.00	0.00	0.00	13.71	86.29	13.71
100-54300-57712	Meetings	500.00	0.00	0.00	0.00	500.00	0.00
100-54300-57771	Veterans' Benefits	175,000.00	-30,590.00	0.00	119,342.47	25,067.53	82.64
Total_ 54300 VETERANS' SERVICES		184,100.00	-30,590.00	0.00	127,856.18	25,653.82	83.29

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Percent Used
100-61100-51112	SALARIES, APPOINTED POSITIONS	201,535.00	0.00	0.00	202,714.09	-1,179.09	100.59
100-61100-51113	WAGES, HOURLY	142,379.00	0.00	0.00	138,201.71	4,177.29	97.07
100-61100-51142	LONGEVITY	3,583.00	0.00	0.00	3,582.76	0.24	99.99
100-61100-52211	Electricity-Building	14,800.00	0.00	0.00	11,669.28	3,130.72	78.85
100-61100-52220	Oil-Heating	10,000.00	0.00	0.00	6,721.81	3,278.19	67.22
100-61100-52231	Town Water	500.00	0.00	0.00	663.31	-163.31	132.66
100-61100-52241	R&M-Building & Grounds	24,000.00	0.00	0.00	25,104.12	-1,104.12	104.60
100-61100-52244	R&M-Office Equipment	1,700.00	0.00	0.00	1,756.85	-56.85	103.34
100-61100-52308	Data Processing	27,451.00	0.00	0.00	27,584.30	-133.30	100.49
100-61100-54420	LAWRENCE LIBRARY OFFICE SUPPLIES	2,850.00	0.00	0.00	2,740.73	109.27	96.17
100-61100-54428	Book Processing Supplies	2,550.00	0.00	0.00	2,536.19	13.81	99.46
100-61100-54512	Books, Lawrence Library	26,651.00	0.00	0.00	26,680.20	-29.20	100.11
100-61100-54513	Children's Room	7,000.00	0.00	0.00	7,412.49	-412.49	105.89
100-61100-54514	Magazines/Newspapers	1,690.00	0.00	0.00	2,120.04	-430.04	125.45
100-61100-54519	DVD's	3,880.00	0.00	0.00	4,119.27	-239.27	106.17
100-61100-54521	Audio Cassettes	8,543.00	0.00	0.00	8,556.87	-13.87	100.16
100-61100-54522	Audio - Compact Discs	1,000.00	0.00	0.00	910.64	89.36	91.06
100-61100-54524	LAWRENCE LIBRARY Multimedia	1,100.00	0.00	0.00	1,048.49	51.51	95.32
100-61100-57711	Mileage	1,600.00	0.00	0.00	1,114.74	485.26	69.67
100-61100-57715	LIB-TUITION REIMBURSEMENTS	2,842.00	0.00	0.00	2,842.00	0.00	100.00
100-61100-57733	Memberships	700.00	0.00	0.00	919.30	-219.30	131.33
Total_61100 LAWRENCE LIBRARY		486,354.00	0.00	0.00	478,999.19	7,354.81	98.49
100-63100-51113	WAGES, HOURLY	2,850.00	0.00	0.00	0.00	2,850.00	0.00
Total_63100 SUMMER PLAYGROUND		2,850.00	0.00	0.00	0.00	2,850.00	0.00
100-63200-51113	WAGES, HOURLY	21,211.00	0.00	0.00	21,836.26	-625.26	102.95
100-63200-52211	Electricity-Building	3,500.00	0.00	0.00	2,850.82	649.18	81.45
100-63200-52220	Oil-Heating	1,800.00	0.00	0.00	1,674.64	125.36	93.04
100-63200-52232	Town Sewer	350.00	0.00	0.00	581.48	-231.48	166.14
100-63200-52293	Solid Waste Disposal	840.00	0.00	0.00	757.80	82.20	90.21
100-63200-60001	COMMUNITY CTR ENCUMBERED FUNDS	603.35	0.00	0.00	425.99	177.36	70.60
Total_63200 COMMUNITY CENTER		28,304.35	0.00	0.00	28,126.99	177.36	99.37
100-69200-52388	Expenses, Memorial Day	3,000.00	0.00	0.00	2,966.25	33.75	98.88
Total_69200 MEMORIAL DAY		3,000.00	0.00	0.00	2,966.25	33.75	98.88
100-69360-52388	JULY 4-EXPENSES, 4TH OF JULY	3,000.00	0.00	0.00	3,000.00	0.00	100.00
Total_69360 JULY 4 - EXPENSES, 4TH OF JULY		3,000.00	0.00	0.00	3,000.00	0.00	100.00
100-71700-59110	PRIN-PARKS & REC BLDG REMODEL ATM 5/02	4,000.00	0.00	0.00	4,000.00	0.00	100.00
100-71700-59150	INT-PARKS & REC BLDG REMODEL ATM 5/02	550.00	0.00	0.00	550.00	0.00	100.00
Total_71700 PARKS & REC BLDG REMODELING ATM 5/02		4,550.00	0.00	0.00	4,550.00	0.00	100.00
100-71710-59110	PRIN-SENIOR CTR BLDG CONSTR ATM 5/02	59,000.00	0.00	0.00	59,000.00	0.00	100.00
100-71710-59150	INT-SENIOR CTR BLDG CONSTR ATM 5/02	7,783.00	0.00	0.00	7,782.50	0.50	99.99
Total_71710 SR CTR BLDG CONSTRUCT ART 7 ATM 5/2000		66,783.00	0.00	0.00	66,782.50	0.50	100.00
100-71800-59110	PRIN-PEPP SPRINGS LAND ACQ ATM 6/05	41,000.00	0.00	0.00	41,000.00	0.00	100.00
100-71800-59150	INT-PEPP SPRINGS LAND ACQ ATM 6/05	8,840.00	0.00	0.00	8,840.00	0.00	100.00
Total_71800 PEPP SPRINGS LAND ACQ ATM 6/05		49,840.00	0.00	0.00	49,840.00	0.00	100.00
100-75200-59111	PRIN-PAYDOWN STD FIRE TRUCK	35,000.00	-35,000.00	0.00	0.00	0.00	0.00
100-75200-59250	INTEREST SHORT TERM BORROWINGS	1,187.00	0.00	0.00	1,186.69	0.31	99.97
Total_75200 SHORT TERM BORROWINGS		36,187.00	-35,000.00	0.00	1,186.69	0.31	99.97

FY2018 GENERAL FUND BUDGET VS. ACTUAL - ALL ACCOUNTS							Percent
Account Number	Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Unspent Balance	Used
100-82000-56640	Air Pollution Control District	0.00	3,197.00	0.00	3,197.00	0.00	100.00
100-82000-56663	Regional Transit Authority	0.00	17,736.00	0.00	17,736.00	0.00	100.00
100-82000-56664	Non-Renewal Excise Tax	0.00	12,520.00	0.00	12,520.00	0.00	100.00
Total 82000 STATE ASSESSMENTS & CHARGES		0.00	33,453.00	0.00	33,453.00	0.00	100.00
100-91100-51172	COUNTY RETIREMENT ASSESSMENT	1,008,870.00	-9,369.00	0.00	995,585.53	3,915.47	99.61
Total 91100 MIDDLESEX RETIREMENT ASSESSMENT		1,008,870.00	-9,369.00	0.00	995,585.53	3,915.47	99.61
100-91300-51173	UNEMPLOYMENT INSURANCE	7,500.00	10,827.00	0.00	11,613.04	6,713.96	63.37
Total 91300 UNEMPLOYMENT COMP INSURANCE		7,500.00	10,827.00	0.00	11,613.04	6,713.96	63.37
100-91400-51178	HEALTH INSUR - EMPLOYEES	527,655.00	-5,632.00	0.00	522,022.23	0.77	100.00
100-91400-51180	HEALTH INSUR - RETIREES	264,381.00	-3,534.00	0.00	260,846.80	0.20	100.00
100-91400-51182	HEALTH INSUR - OPT OUT PAYMENTS	18,900.00	-6,500.00	0.00	12,400.00	0.00	100.00
Total 91400 HEALTH/DISABILITY INSURANCE		810,936.00	-15,666.00	0.00	795,269.03	0.97	100.00
100-91500-51176	LIFE INSURANCE	2,000.00	0.00	0.00	1,942.56	57.44	97.13
Total 91500 LIFE INSURANCE		2,000.00	0.00	0.00	1,942.56	57.44	97.13
100-91600-51177	TOWN SHARE MEDICARE	58,000.00	8,628.00	0.00	66,627.90	0.10	100.00
Total 91600 MEDICARE		58,000.00	8,628.00	0.00	66,627.90	0.10	100.00
100-93000-58000	CAPITAL OUTLAY	235,470.00	0.00	0.00	197,463.16	38,006.84	83.86
100-93000-60001	CAPITAL OUTLAY ENCUMBERED FUNDS	101,523.00	0.00	0.00	87,084.96	14,438.04	85.78
Total 93000 CAPITAL PROJECTS		336,993.00	0.00	0.00	284,548.12	52,444.88	84.44
100-94500-57743	Package Policy	98,000.00	0.00	0.00	93,061.00	4,939.00	94.96
100-94500-57744	Workman's Compensation	23,000.00	0.00	0.00	27,268.28	-4,268.28	118.56
100-94500-57745	Special Coverages	62,000.00	0.00	0.00	58,562.00	3,438.00	94.46
100-94500-57746	Deductibles	2,500.00	4,000.00	0.00	7,000.00	-500.00	107.69
Total 94500 GENERAL INSURANCE		185,500.00	4,000.00	0.00	185,891.28	3,608.72	98.10
100-99100-59711	TRANSFERS TO CAPITAL PROJECTS FUND	0.00	35,000.00	0.00	35,000.00	0.00	100.00
Total 99100 TRANSFERS - GENERAL FUND		0.00	35,000.00	0.00	35,000.00	0.00	100.00
Total 100 GENERAL FUND		25,496,709.77	329,475.00	12,790.76	25,568,149.67	245,244.34	99.05
Grand Total		25,496,709.77	329,475.00	12,790.76	25,568,149.67	245,244.34	99.05

TOWN CLERK

Considered the core of local government, the Town Clerk's office serves as the central information hub for local residents and citizens at large.

The position of Town Clerk performs duties in accordance with the provisions of more than 73 Chapters and 451 sections of Massachusetts General Law. The Town Clerk serves as Registrar of Vital Statistics, Chief Election Officer, Clerk of the Board of Registrar and the custodian of Town records.

The office is always busy as evident by our demanding year of elections and Town Meetings. The year started off with the Annual Town Election, then the Annual Town Meeting, to the September State Primary, and a State mandated Recount of the United States Representative in the 3rd Congressional District, then an October Special Town Meeting, leading into ten days of Early Voting, and the November State Gubernatorial Election and lastly the Special Town Election in December. The office is very fortunate to have a group of dedicated residents who donate their time working the polls as Wardens, Precinct Clerks and Election workers for an 18 hour day election. My hat off to their continued dedication, professionalism and genuine concern for the election process which is the back bone of our democracy. My deep appreciation to Tara Hadley, Principal of Varnum Brook Elementary School and her crew of dedicated professionals who assist in the process. A huge thank you to our Department of Public Works crew for hauling our election supplies and for setting up each election and especially for setting up Town Hall during the October Early Voting. Another thank you to the Police Department for maintaining order during elections. Lastly, thank you to Charlotte's Cozy Café for catering the State Gubernatorial election. No one went hungry that day with a delicious variety of meals.

In 2018 the office was fortunate to welcome a 12 hour a week, Assistant Town Clerk, Joan Ladik. She has been a resident of Pepperell for 40 plus years and a Precinct Warden for 20 years. Her knowledge of the Town and local elections has been an invaluable asset to the office and the residents. Stop by and welcome her to her new position.

The office is always looking for volunteers to assist in the office or at the polls. Please consider lending your time and expertise to the Town Clerk's Office. I can be reached at jsurvell@town.pepperell.ma.us or by phone at 978-433-0339.

Services offered at the Town Clerk's Office include Notary Public, Commissioner to Qualify and Justice of the Peace. Please call to schedule a time for these services to ensure staff is available.

Jeanne M. Survell

Town Clerk

STAFF

- Jeanne Survell,
Town Clerk
- Joan Ladik,
Assistant Town
Clerk

Town of Pepperell Statistics:

Population: 11,112 (as of December 31, 2018)

Land area: 22.9 Square miles

Elevation: 244 Feet above mean sea level

Districts: Third Congressional
Fifth Councilor
First Middlesex Senatorial
First Middlesex Representative

Vital Records: (Births, Deaths, and Marriages recorded in Pepperell during 2018)

Births:	73
Burial Permits:	34
Deaths:	72
Marriage Intentions:	38
Marriages:	39

Please note that any birth that took place outside of the Commonwealth will not be reflected in these totals even though the parents reside in Pepperell.

2018 Dog Licenses: 1,900 Dog Licenses
24 Kennel Licenses

2018 dog licenses expire March 31, 2019 although due to the date falling on a Sunday the last day to license your pet is April 2nd. A grace period is given until May 31st to allow residents to obtain rabies vaccinations for their dog(s). M.G.L Section 81-12 states that failure to license your dog will result in a \$50.00 violation fee and the Code of Pepperell states that failure to license your dog will result in a \$25.00 violation fee. This fine will be added to the licensing fee.

Male or Female: \$20.00
Spayed or Neutered: \$15.00

State law requires a valid rabies certificate is on file with the Town Clerk before a license can be issued. The Pepperell Veterinary Hospital, in conjunction with the Pepperell Board of Health, will hold a rabies clinic on the first Saturday in April.

2018 Business Certificates:

70 New business certificates during 2018

339 Total active business certificates in Pepperell (as of 12/31/2018)

Filing for a Business Certificate: Businesses in Pepperell must file for a Business Certificate, as required under Massachusetts General Laws, Chapter 110, Section 5. Business certificates cost \$60 and are valid for four (4) years after which time they must be renewed.

2019 Election Schedule:

Annual Town Election, Monday, April 22, 2019

Annual Town Meeting, Monday, May 6, 2019

Last day to register to vote is April 2, 2019

Registered voters as of December 31, 2018:

VRIS LABEL	POLITICAL PARTY/DESIGNATION	PRECINCT 1	PRECINCT 2	PRECINCT3
A	Conservative	2	0	1
B	Natural Law Party	0	0	0
C	New World Council	0	0	0
D	Democrat	545	500	486
E	Reform	1	0	0
F	Rainbow Coalition	0	0	0
G	Green Party USA	0	0	0
H	We The People	0	0	0
J	Green Rainbow	1	3	0
K	Constitution Party	0	0	0
L	Libertarian	14	21	10
M	Timesizing Not Down	0	0	0
N	New Alliance	0	0	0

O	MA Independent Party	0	0	0
P	Prohibition	0	0	0
Q	American Independent	3	5	1
R	Republican	458	496	492
S	Socialist	2	0	0
T	Inter 3 rd Party	0	3	1
U	Unenrolled	1,783	1,779	1734
V	American First Party	0	0	0
W	Veteran Party America	0	0	0
X	Pirate	0	1	0
Y	World Citizens Party	0	0	0
Z	Working Families	0	0	0
AA	Pizza Party	0	0	1
BB	American Term Limits	0	0	0
CC	United Independent Party	32	16	28
DD	Twelve Visions Party	0	0	0
TOTAL		2841	2824	2754

There is a total of 8,419 registered voters in Pepperell.

ANNUAL TOWN ELECTION

Monday, April 23, 2018

2018 04 23 Official ATE Results Pepperell
April 23, 2018

	PREC 1	PREC 2	PREC 3	TOTALS
Total votes cast in each precinct				
BOARD OF ASSESSORS (3yrs)				
Maureen S. Bolger (candidate for re-election)	389	505	541	1,435
Total Write-Ins	2	5	6	13
Blanks	102	127	142	371
TOTAL	493	637	689	1,819
BOARD OF HEALTH (3yrs)				
Margie L. Lafleur (candidate for re-election)	386	496	547	1,429
Total Write-Ins	0	5	5	10
Blanks	107	136	137	380
TOTAL	493	637	689	1,819
PEPPERELL HOUSING AUTHORITY (5yrs)				
Donna M. Franzek (candidate for re-election)	379	492	544	1,415
Total Write-Ins	7	9	12	28
Blanks	107	136	133	376
TOTAL	493	637	689	1,819
PEPPERELL HOUSING AUTHORITY (3yrs)				
Grover Pillsbury (Write-In Candidate)	24	21	35	80
Total Write-Ins	19	39	34	92
Blanks	450	577	620	1,647
TOTAL	493	637	689	1,819
2 seats for LIBRARY TRUSTEES (3yrs)				
Carol M. Case (candidate for re-election)	377	505	532	1,414
Ramona A. Reed (candidate for re-election)	356	471	500	1,327
Total Write-Ins	2	6	2	10
Blanks	251	292	344	887
TOTAL will be double because of 2 seats	986	1274	1378	3,638
DEPARTMENT OF PUBLIC WORKS BOARD (3yrs)				
David Herman	3	4	12	19
George Clark	8	4	8	20
Total Write-Ins	37	26	41	104
Blanks	445	603	628	1,676
TOTAL	493	637	689	1,819
BOARD OF SELECTMEN (3 yrs)				
William L. Greatehead	339	361	481	1,181
Stephen C. Themelis	152	272	206	630
Total Write-Ins	1	2	1	4
Blanks	1	2	1	4
TOTAL	493	637	689	1,819
NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT COMMITTEE (3yrs)				
David M. Carney	363	464	494	1,321
Craig R. Hansen	338	462	489	1,289
Total Write-Ins	4	11	6	21
Blanks	281	337	389	1,007
TOTAL will be double because of 2 seats	986	1274	1378	3,638
PLANNING BOARD (5yrs)				
Michael M. Dapcic (candidate for re-election)	373	480	518	1,371
Total Write-Ins	2	5	9	16
Blanks	118	152	162	432
TOTAL	493	637	689	1,819
RECREATION COMMISSION (3yrs)				
Timothy C. Doyle (candidate for re-election)	384	496	542	1,422
Total Write-Ins	5	8	7	18
Blanks	104	135	140	379
TOTAL	493	637	689	1,819
*Total Registered voters each PRECINCT	2,814	2,760	2,720	8,294
Total Votes Cast in EACH Precinct	493	637	689	1,819
Voter Turnout %	22%			
*As of April 3, 2018 Deadline to register				
All candidates are required to submit campaign finance forms 30 days after the election with the Town Clerk. Failure to submit the forms, the candidate may be subject to penalties.				0

ANNUAL TOWN MEETING MINUTES

Monday, May 7, 2018

At 7:30pm on Monday, May 7, 2018 the Annual Town Meeting was held in the Nissitissit Middle School at 33 Chace Avenue in said Town of Pepperell. There was a quorum present of seventy-five (75) registered Pepperell voters; 285 voters attended the meeting.

Town Moderator Scott Blackburn was not in attendance. Therefore, the Town Clerk, Jeanne Survell, opened the meeting and requested nominations for a Temporary Moderator. Nominations were accepted for Ronald Karr residing at 30 Elm Street. Hearing no other nominations and calling it closed. Selectmen Roland Nutter motioned to elect Ronald Karr as the Temporary Town Moderator. Selectmen William Greathead seconded the motion. A voice vote was taken and Ronald Karr was voted in as the Temporary Town Moderator. Mr. Karr was sworn in by the Town Clerk to act as Temporary Town Moderator for the Annual Town Meeting.

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Lori Bolasevich, Town Accountant

Robert Kelly, Building Inspector

Jeanne Survell, Town Clerk

Edward Richardson, Esq. Town Counsel

Mark Andrews, Town Administrator

Tracie Looney, Board of Selectmen Administrative Assistant

Martin Cadek, IT Director

Ken Kalinowski, Town Engineer

Joan Landers, NMRSD Superintendent

Nancy Haines, NMRSD

Debra Spratt, Library Director

Joanne Savoie, Nashoba Valley Technical High School

The following tellers were appointed by the Moderator and sworn in by the Town Clerk:

Sharon Tetreault, 43 Lawrence Street

Jane Eshleman, 125 South Road

Kathy Pries, 3 Blue Herons Way

Moderator Karr noted the receipt of the posting of the Warrant for the Annual Town Meeting by Constable, Frank Quattrochi.

Balance of “Free Cash” Certified by the Department of Revenue on July 1, 2017 for the Town of Pepperell is:

General Fund	\$ 1,808,434.00
Sewer Enterprise Fund	\$ 1,137,052.00
Water Enterprise Fund	\$ 642,251.00
Transfer Station Enterprise Fund	\$ 90,862.00

Stabilization Fund Balance as of 3/31/18 **\$ 661,756.91**

PRELIMINARY MOTION: Majority vote required for passage.

MOTION MADE: Roland P. Nutter, Board of Selectmen

I move the Moderator allow non-voters or non-residents to speak on issues related to Town Meeting warrant articles where appropriate.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 1 - FY2018 AND FY2019 FUNDING FOR POLICE COLLECTIVE BARGAINING

To see if the Town will vote to raise and appropriate or transfer from available funds for the Patrol Officers MCOP Local 288 and the Police Superior Officers MCOP Local 288A contracts that have been duly ratified under the existing contracts and under Massachusetts General Laws and approved by the Board of Selectmen in the sum of money, or take any other action relative hereto.

Summary: *This article vote is required according to MA General Law Chapter 150E, Section 7(b) [MGL C150E:7(b)] concerning collective bargaining agreements, which states that the Town shall submit to the appropriate legislative body a request for an appropriation necessary to fund the cost items. Approval of Article 1 will fund the cost items in FY18 and FY19 according to the agreement.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 2-0-1

Majority vote required for passage.

MOTION MADE: Lisa Ferolito, Board of Selectmen.

I move that the Town vote to appropriate \$108,586 from Free Cash for FY18 Police Wages in the amount of \$30,000 and FY19 Police Wages in the amount of \$75,203 and FY19 Police Expense in the amount of \$3,383 for the Patrol Officers MCOP Local 288 and the Police Superior Officers

MCOP Local 288A contracts that have been duly ratified under the existing contracts and under Massachusetts General Laws and approved by the Board of Selectmen.

General Fund Free Cash balance is \$1,808,434 less \$108,586 above = \$1,699,848

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 2 - FY2018 FREE CASH APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from Free Cash certified as of July 1, 2017, or take any other action relative thereto.

Summary: *The following appropriations from free cash are needed to cover unforeseen costs associated with Snow and Ice Costs, Legal Costs, and Police Overtime Wages.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 2-1-0

Majority vote required for passage.

MOTION MADE: Roland P. Nutter, Board of Selectmen

I move that the Town vote to appropriate the following sums of money from Free Cash certified on July 1, 2017:

<u>Amount</u>	<u>To</u>	<u>Reason</u>
\$169,022	FY18 Public Works	Highway - Snow & Ice Deficit
\$ 27,000	FY18 Gen Gov't	Legal Costs
\$ 60,000	FY18 Public Safety	Police - Overtime Wages
\$256,022	TOTAL FREE CASH APPROPRIATIONS	

General Fund Free Cash balance after Article 1 is \$1,699,848 less \$256,022 above = \$1,443,826

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 3 - FY2018 SEWER ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from Sewer Enterprise Fund Retained Earnings certified as of July 1, 2017, or take any other action relative thereto.

Summary: *This article was put on the draft warrant as a place holder.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: *George Clark, Board of Public Works*

I move that the Town vote to “Take No Action”

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 4 - FY2018 WATER ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from Water Enterprise Fund Retained Earnings certified as of July 1, 2017, or take any other action relative thereto.

Summary: *This article was put on the draft warrant as a place holder.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: *George Clark, Board of Public Works*

I move that the Town vote to “Take No Action”

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 5 - FY2018 TRANSFER STATION ENTERPRISE FUND RETAINED EARNINGS APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from Transfer Station Enterprise Fund Retained Earnings certified as of July 1, 2017, or take any other action relative thereto.

Summary: *This is a precautionary move to ensure a positive year-end budget balance, as FY18 expenses and revenues are tracking extremely close with only 2 months remaining in the Fiscal Year. If revenues continue to track in excess of expenses, this additional appropriation will not need to be used, and any unused monies from this appropriation will revert back to the Retained Earnings fund at the close of FY18.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: *Thomas Nephew, Board of Public Works*

I move that the Town vote to appropriate \$10,000 from Transfer Station Enterprise Fund Retained Earnings certified on July 1, 2017, for an FY18 Transfer Station Enterprise Fund Reserve account to cover unexpected shortages in revenues and expenses.

Transfer Station Enterprise Fund Retained Earnings balance is \$90,862 less \$10,000 above = \$80,862

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 6 - RESCIND AUTHORIZED BORROWING – SEWER ENTERPRISE FUND

To see if the Town will vote to rescind the \$800,000 borrowing approved for the Sewer Upgrade Design Plan under Article 8 of the October 24, 2016 Special Town Meeting, or take any other action relative thereto.

Summary: *Based on the original construction estimate of \$8M for the necessary wastewater treatment plant upgrades required by the new EPA / NPDES discharge permit, the design of the upgrades was estimated to account for 10% or \$800k. After competitively procuring the design services for ~ \$337k, it was determined that the Sewer Enterprise Fund had sufficient retained earnings to pay for the design without the need to borrow, therefore the approved borrowing authorization is not needed and may be rescinded.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: *Thomas Nephew, Board of Public Works*

I move that the Town vote to rescind the \$800,000 borrowing approved for the Sewer Upgrade Design Plan under Article 8 of the October 24, 2016 Special Town Meeting.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 7 - FISCAL YEAR 2019 TOWN GENERAL FUND BUDGET

To see if the Town will vote to raise and appropriate or transfer from available funds, to defray the regular expenses of the Town for the Fiscal Year July 1, 2018 through June 30, 2019 for General Government, Public Safety, Nashoba Valley Technical High School, North Middlesex Regional School District, Public Works, Human Services, Culture & Recreation, Debt Service, Employee Benefits & Insurance, and Capital Outlay, or take any other action relative thereto.

Summary *The Town Administrator shall submit to the Board of Selectmen and Finance Committee a comprehensive budget for all town functions for the ensuing fiscal year and an accompanying budget message. The budget shall provide a complete financial plan for all town funds and activities in such a format as the Finance Committee may suggest.*

Recommendation: The Finance Committee voted to approve Part I-III, V-X.

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 2-1-0

Majority vote required for passage.

MOTION MADE: Roland Nutter, Board of Selectmen

I move that the Town vote to appropriate \$620,378 from Free Cash, \$25,632 from Overlay Surplus and to raise and appropriate \$26,315,731 for the purpose of funding the Town General Fund Budget for the period July 1, 2018 to June 30, 2019 in accordance with the recommendation of the Town Administrator and Board of Selectmen, with each numbered Part below to be considered a separate appropriation:

Part I	General Government	\$ 1,186,776
Part II	Public Safety	\$ 3,063,249
Part III	Nashoba Valley Technical High School	\$ 1,610,908
Part IV	North Middlesex Regional School District	\$ 15,997,678
Part V	Public Works	\$ 1,254,743
Part VI	Human Services	\$ 435,151
Part VII	Culture & Recreation	\$ 537,317
Part VIII	Debt Service	\$ 154,477
Part IX	Employee Benefits & Insurance	\$ 2,232,630
Part X	Capital Outlay	\$ 488,812

TOTAL FY2019 TOWN GENERAL FUND BUDGET \$ 26,961,741

General Fund Free Cash balance after Articles 1 & 2 is \$1,443,826 less \$620,378 above = \$823,448

AMENDMENT MADE: David A. Lavender, Jr.

To reduce line item 100-12900-5112, the Town Administrator's salary from \$126,000 to \$108,740.

AMENDMENT SECONDED

AMENDMENT IS RULED OUT OF ORDER AS DECLARED BY MODERATOR. THE TOWN ADMINISTRATOR'S SALARY IS UNDER CONTRACT AND CANNOT BE ALTERED ACCORDING TO TOWN COUNSEL.

SECOND AMENDMENT MADE: Caroline Ahdab

To move that we vote to change Part 1, General Fund, Section 150100 – Law/Legal, Line Item 100-15100-52307, LAW-Consulting Services of the Fiscal 2019 Town Budget from \$30,00.00 to \$15,000.00.

AMENDMENT SECONDED

AMENDMENT DID NOT PASS AS DECLARED BY THE MODERATOR.

THIRD AMENDMENT MADE: Grover Pillsbury

To move to reduce the Treasurer/Collector's labor related line item 14500 budget from \$146,129 to \$145,839 for a difference of \$290.00.

AMENDMENT SECONDED

AMENDMENT IS RULED OUT OF ORDER AS DECLARED BY THE MODERATOR. THE TREASURER/COLLECTOR'S SALARY IS UNDER CONTRACT AND CANNOT BE ALTERED ACCORDING TO TOWN COUNSEL.

FOURTH AMENDMENT MADE: David A. Lavender, Jr.

To move to change Part 1, General Fund, Section 16100 – Town Clerk, Line Item 100-1600-51113, CLK-WAGES, HOURLY – Gen Town Hall of the Fiscal 2019 Town Budget from \$13,179.00 to \$0.00.

AMENDMENT SECONDED

MOTION MADE: From the floor to move the vote.

MOTION SECONDED

MOTION PASSED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR TO MOVE THE VOTE

AMENDMENT DID NOT PASS AS DECLARED BY THE MODERATOR.

Part I General Government \$ 1,186,776

SECTION OF THE FY19 BUDGET PASSES AS DECLARED BY THE MODERATOR

Part II Public Safety \$ 3,063,249

SECTION OF THE FY19 BUDGET PASSES AS DECLARED BY THE MODERATOR

Part III Nashoba Valley Technical High School \$ 1,610,908

SECTION OF THE FY19 BUDGET PASSES AS DECLARED BY THE MODERATOR

Part IV North Middlesex Regional School District \$ 15,997,678

SECTION OF THE FY19 BUDGET PASSES AS DECLARED BY THE MODERATOR

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SECTION OF THE FY19 BUDGET PASSES AS DECLARED BY THE MODERATOR

MOTION PASSED UNANIMOUSLY TO APPROVE THE FY19 BUDGET AS A WHOLE AS DECLARED BY THE MODERATOR

ARTICLE 8 - FISCAL YEAR 2019 SEWER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Sewer Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2018 through June 30, 2019, or take any other action relative thereto.

Summary: *This article is to comply with MA General Law Chapter 44 Section 53F1/2 [MGL Ch44:53F½] Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Robert Teller, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Sewer Enterprise Fund for the period July 1, 2018 to June 30, 2019 with \$2,412,895 appropriated from Enterprise Fund revenues and \$113,858 appropriated in the General Fund operating budget:

REVENUES

User Charges	\$ 1,988,776
Connection Fees	\$ 100,000
Other Departmental Revenue	\$ 10,000
Retained Earnings	\$ 128,920
Betterments	\$ 284,057
Investment Income	\$ 15,000

TOTAL REVENUE **\$ 2,526,753**

EXPENSES

Direct

Salary & Wages	\$ 663,842
Expenses	\$ 462,500
Capital Outlay	\$ 100,000
Debt Service	\$ 819,223
Employee Benefits & Insurance	\$ 279,830
General Liability Insurance	\$ 37,500
Reserve Fund	\$ 50,000
SUBTOTAL	\$ 2,412,895

Indirect

Shared Employees – Town Engineer	\$ 48,788
Shared Employees – Town Administrator	\$ 11,625
Shared Employees – Town Accountant	\$ 15,666
Shared Employees – Assessors	\$ 11,305
Shared Employees – Treasurer/Collector	\$ 16,257
Shared Employees – Info System Tech	\$ 8,243
Other - Annual Audit of Town Books	\$ 1,974
SUBTOTAL	\$ 113,858

TOTAL EXPENSES **\$ 2,526,753**

Sewer Enterprise Retained Earnings balance after Article 3 is \$1,137,052 less \$128,920 above = \$1,008,132

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 9 - FISCAL YEAR 2019 WATER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Water Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2018 through June 30, 2019, or take any other action relative thereto.

Summary: *This article is to comply with MA General Law Chapter 44 Section 53F1/2 [MGL Ch44:53F½] Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Robert Teller, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Water Enterprise Fund for the period July 1, 2018 to June 30, 2019 with \$1,651,352 appropriated from Enterprise Fund revenues and \$96,378 appropriated in the General Fund operating budget:

REVENUES

User Charges	\$ 1,426,230
Connection Fees	\$ 30,000
Other Departmental Revenue	\$ 16,500
Retained Earnings	\$ 270,000
Investment Income	\$ 5,000

TOTAL REVENUE **\$ 1,747,730**

EXPENSES**Direct**

Salary & Wages	\$ 483,944
Expenses	\$ 470,000
Capital Outlay	\$ 110,000
Debt Service	\$ 262,489
Employee Benefits & Insurance	\$ 236,919
General Liability Insurance	\$ 38,000
Reserve Fund	\$ 50,000
SUBTOTAL	\$ 1,651,352

Indirect

Shared Employees – Town Engineer	\$ 48,788
Shared Employees – Town Administrator	\$ 11,626
Shared Employees – Town Accountant	\$ 10,542
Shared Employees – Assessors	\$ 7,607
Shared Employees – Treasurer/Collector	\$ 10,940
Shared Employees – Info System Tech	\$ 5,547
Other - Annual Audit of Town Books	\$ 1,328
SUBTOTAL	\$ 96,378

TOTAL EXPENSES **\$ 1,747,730**

Water Enterprise Fund Retained Earnings balance is \$642,251 less \$270,000 above = \$372,251

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 10 - FISCAL YEAR 2019 TRANSFER STATION ENTERPRISE FUND

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to defray the regular expenses of the Transfer Station Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] for the Fiscal Year July 1, 2018 through June 30, 2019, or take any other action relative thereto.

Summary: *This article is to comply with MA General Law Chapter 44 Section 53F1/2 [MGL Ch44:53F½] Enterprise Funds which requires submission of an estimated income and expenditure budget to town meeting, to be voted on in the same manner as all other budgets, prior to the beginning of each fiscal year.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Robert Teller, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 [MGL Ch44:53F½] to operate the Transfer Station Enterprise Fund for the period July 1, 2018 to June 30, 2019 with \$325,930 appropriated from Enterprise Fund revenues and \$38,112 appropriated in the General Fund operating budget:

REVENUES

User Charges	\$ 310,000
Other Departmental Revenue	\$ 9,792
Retained Earnings	\$ 44,000
Investment Income	\$ 250

TOTAL REVENUE **\$ 364,042**

EXPENSES

Direct

Salary & Wages	\$ 113,980
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Expenses	\$ 137,700
Capital Outlay	\$ -0-
Debt Service	\$ -0-
Employee Benefits & Insurance	\$ 53,900
General Liability Insurance	\$ 10,350
Reserve Fund	\$ 10,000
SUBTOTAL	\$ 325,930

Indirect

Shared Employees – Town Engineer	\$ 14,521
Shared Employees – Highway Dept	\$ 15,085
Shared Employees – Town Administrator	\$ 2,473
Shared Employees – Town Accountant	\$ 2,243
Shared Employees – Assessors	\$ -0-
Shared Employees – Treasurer/Collector	\$ 2,327
Shared Employees – Info System Tech	\$ 1,180
Other - Annual Audit of Town Books	\$ 283
SUBTOTAL	\$ 38,112

TOTAL EXPENSES **\$ 364,042**

Transfer Station Enterprise Fund Retained Earnings balance after Article 5 is \$80,862 less \$44,000 above = \$36,862

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 11 - REVOLVING FUNDS – MGL CHAPTER 44, SECTION 53E1/2

To see if the Town will vote according to MA General Law Chapter 44, Section 53E1/2 [MGL Ch44:53E½] to set expenditure limits for the Fiscal Year July 1, 2018 through June 30, 2019 for the Town's revolving funds established by by-law vote under Article 12 of the May 1, 2017 Town Meeting, or take any other action relative thereto.

Summary: *This article is required according to MA General Law Chapter 44 Section 53E1/2 [MGL Ch44:53E½] which states that the town shall, on or before July 1 of each year, vote on the limit on the total amount that may be expended from each revolving fund.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Lisa Ferolito, Board of Selectmen

I move that the Town vote according to MA General Law Chapter 44, Section 53E1/2[MGL Ch44:53E½] to set expenditure limits for the Fiscal Year July 1, 2018 to June 30, 2019 for the Town's revolving funds established by by-law vote under Article 12 of the May 1, 2017 Town Meeting:

Revolving Fund	Authorized To Spend	Revenue Source	Use of Fund	FY2019 Spending Limit
L.R.T.A. Van Transportation	Council on Aging Director	L.R.T.A. Van Transportation Revenue	Part-time wages & Operational Expenses	\$ 35,000
Senior Center Meals	Council on Aging Director	Donations for Meals	Part-time wages & Operational Expenses	\$ 25,000
Recreation	Recreation Director	Revenue from Recreation Dept. Activities	Part-time wages & Operational Expenses	\$ 80,000

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 12 - RECEIPTS RESERVED FOR APPROPRIATION – CEMETERY SALE OF LOTS

To see if the Town will vote to appropriate from the Cemetery Sale of Lots account, a sum of money for the purchase of a trailer, or take any other action relative thereto.

Summary: *The current trailer is over 20 years old, is no longer serviceable and needs to be replaced.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Lewis Lunn, Board of Public Works

I move that the Town vote to appropriate from the Cemetery Sale of Lots accounts \$2,500 for the purchase of a trailer.

Cemetery Sale of Lots balance is \$47,133 less \$2,500 above = \$44,633

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 13 - RECEIPTS RESERVED FOR APPROPRIATION – CEMETERY SALE OF LOTS

To see if the Town will vote to appropriate from the Cemetery Sale of Lots account, a sum of money for the purchase of a mower, or take any other action relative thereto.

Summary: *This is another regularly scheduled fleet replacement for a primary piece of maintenance equipment. The old unit will be traded in, and this value is accounted for in the purchase price as listed.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Lewis Lunn, Board of Public Works

I move that the Town vote to appropriate from the Cemetery Sale of Lots accounts \$7,500 for the purchase of a mower.

Cemetery Sale of Lots balance after Article 12 is \$44,633 less \$7,500 above = \$37,133

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 14 - SEWER ENTERPRISE FUND – AUTHORIZATION TO BORROW FOR TREATMENT PLANT UPGRADES

To see if the Town will vote to appropriate Five Million Dollars (\$5,000,000) for the Construction of Waste Water Treatment Facility Upgrade as required to comply with the recently issued USEPA / NPDES Discharge Permit, and any other costs incidental or related thereto, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44 of the MA General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Board of Public Works, with the approval of the Board of Selectmen, may apply for, accept, and expend any federal, state or other grants or

gifts from any sources that may be available for the project, or take any other action relative thereto.

Summary: *In order for the Wastewater Treatment Facility (WWTF) to comply with the most recent EPA / NPDES Discharge Permit, the WWTF will require significant upgrades. A study was performed to identify the necessary upgrades including treatment processes, structural repairs to the buildings, enhanced process controls (SCADA). Articles 7 and 8 of the 2016 Fall STM repurposed prior Wastewater Treatment Plant borrowings for the upgrades and authorized funding for the design of these upgrades respectively, and final plans, specifications and bid documents are being prepared for bidding the project this spring. The project qualifies for a low interest loan under the State Revolving Fund (SRF) financing and has been included on the 2018 Intended Use Plan (IUP).*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

2/3 VOTE REQUIRED

MOTION MADE: Thomas Nephew, Board of Public Works

I move that the Town vote to appropriate \$5,000,000 (Five Million Dollars) for the Construction of the Waste Water Treatment Facility Upgrade and any other costs incidental or related thereto, and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44 of the MA General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, and that the Board of Public Works, with the approval of the Board of Selectmen, may apply for, accept, and expend any federal, state or other grants or gifts from any sources that may be available for the project.

MOTION PASSED BY 2/3RDS VOTE AS DECLARED BY THE MODERATOR

ARTICLE 15 - DISPOSAL OF TOWN OWNED SURPLUS LAND

To see if the Town will vote to authorize the Town Administrator to sell surplus property shown on Pepperell Assessors maps parcels 23-147, 23-148, 23-149, 23-150, & 20-48 also known as the Peter Fitzpatrick School, owned by the Town, including: 1) hiring land surveyor to conduct surveys that are necessary for the sale of the property, 2) selling the properties at a public auction pursuant to the Town Agreement with an auctioneer approved by the Town Administrator or by way of Request for Proposals from the Town Administrator, 3) paying from the Town budget for the costs of the engineering surveys and any potential required attorney fees, an amount not to exceed \$10,000.00 prior to the auction sale or Request for Proposals, and 4) reserving the right for the Town at its discretion to reject any purchase proposals, or take any other action relative thereto.

Summary: *The town has been informed that the North Middlesex Regional School District will be vacating this parcel in the Fall of 2018.*

Recommendation: The Finance Committee makes no recommendation on the passage of this article by a vote of 2-2-0

Recommendation: The Board of Selectmen voted to take no action.

Majority vote required for passage.

MOTION MADE: Bill Greathead, Board of Selectman

I move that the Town vote to take no action.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 16 - RECREATIONAL MARIJUANA

To see if the Town shall adopt the following By-laws

Amend the Zoning By-law:

Insert in Section 10000, Definitions, in the appropriate alphabetic order, the following new definition:

MARIJUANA ESTABLISHMENTS

All types of non-medical “marijuana establishments” as defined in G.L. c. 94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed, marijuana-related businesses, operation of which establishments shall not be commenced prior to December 31, 2018 and, thereafter, shall be governed by any vote of the Town made pursuant to G.L. c. 94G, § 3(a)(2).

Insert in Appendix A, Table of Principal Uses, at the end of Section D, Commercial Uses, a new line reading as follows:

	RR	TR	RCR	SR	UR	C	I
Marijuana Establishments	N	N	N	N	N	BOS	N

And, further, to direct the Selectmen to place a question on the next available ballot for a general or special election to read as follows:

Shall the Town of Pepperell prohibit Marijuana Establishments from operating in the Town of Pepperell

Yes_____

No _____

Summary: *The intent is to have a placeholder for review by the voters for an upcoming ballot election.*

Recommendation: The Finance Committee voted to take no action.

Recommendation: The Board of Selectmen made a motion to approve and accept as amended the above article to be read as printed above.

Majority vote required for passage.

MOTION MADE: Roland P. Nutter, Board of Selectmen

I move that the Town vote to direct the Selectmen to place the question as printed in Article 16 on the next available ballot for a general or special election.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

Article 17 - NASHUA RIVER WILD AND SCENIC DESIGNATION

To see if the Town of Pepperell will accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designations.

Summary: *The Wild and Scenic Rivers program is dedicated to protecting national significant rivers and their unique biological, recreational, scenic, historical and/or cultural resources. This present effort has been joined by 11 towns (9 in MA, 2 in NH) that have frontage on the Nashua, Squannacook, or Nissitissit Rivers. A locally-drafted, voluntary Stewardship Plan has been developed which will help assure the protection of our unique river resources for generations to come. There is no cost to the town. For more information and to read the Stewardship Plan, visit: www.WildandScenicNashuaRivers.org.*

Recommendation: The Finance Committee voted to take no action.

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Paula Terrasi, Appointee to Wild and Scenic Study Committee

I move that the Town vote to accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan as developed by the Nashua River Wild and Scenic River Study Committee together with its recommendation to seek Wild and Scenic River designation.

MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 18 - CITIZENS' PETITION - PROPOSED AMENDMENT TO THE TOWN OF PEPPERELL ZONING MAP AS IT RELATES TO THE LAND WITH THE FOLLOWING TOWN OF PEPPERELL PARCEL ID NUMBERS: PARCEL ID 24-61-0 (MAP24, PARCEL 61) (15 CANAL STREET)

To see if the Town will vote to change the Zoning District of parcel 24-61-0 from Town Residence to Commercial, and to further amend the Official Zoning Map and its written addendum to reflect this change.

Recommendation: The Finance Committee voted to take no action.

MOTION MADE: Timothy Aalerud, Citizen Petitioner

I move to see if the Town will vote to change the Zoning District of parcel 24-61-0 from Town Residence to Commercial, and to further amend the Official Zoning Map and its written addendum to reflect this change.

MOTION FAILED BY HAND COUNT VOTE OF 73 IN FAVOR AND 129 OPPOSED AS DECLARED BY THE MODERATOR

ARTICLE 19 - CITIZENS' PETITION

To see if the Town will appropriate the sum of money not to exceed \$400,000 using a Debt Exclusion to be expended by the Fire Chief for the purchase of a replacement ladder truck, including related incidental costs, or take any other action relative thereto.

Recommendation: The Finance Committee recommends the passage of this article by a vote of 3-1-0

MOTION MADE: Caroline Ahdab, Citizen Petitioner

I move to see if the Town will appropriate the sum of money not to exceed \$400,000 using a Debt Exclusion to be expended by the Fire Chief for the purchase of a replacement ladder truck, including related incidental costs.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 20 - CITIZENS' PETITION

To see if the Town will vote to raise and appropriate, transfer or borrow a sufficient sum of money to fund the hiring of two full-time police officers or act on anything relative thereto.

Recommendation: The Finance Committee voted to take no action 2-2-0

MOTION MADE: Crystal Jefferies, Citizen Petitioner

I move that the Town vote to raise and appropriate \$25,000 of free cash; \$16,250 allocated to Section 21100 Police Department Line item 100-21100-5113 Pol Wages Hourly under the control of the Police Chief; \$8750 allocated to Employee Benefits and Insurance. To make possible a July 1 start date of the one police officer recommended and approved for FY2019.

AMENDMENT MADE: Melissa Tzanoudakis

I move to amend to add 2 additional police officers by an override in an amount of \$200,000.00 to be voted on as a ballot question.

AMENDMENT SECONDED

AMENDMENT WITHDRAWN by Melissa Tzanoudakis

MOTION PASSED BY A HAND COUNT VOTE OF 84 IN FAVOR AND 57 OPPOSED AS DECLARED BY THE MODERATOR

MOTION MADE: William Greathead, Board of Selectmen

To adjourn the Annual Town Meeting.

MOTION PASSED AS DECLARED BY THE MODERATOR

TOWN MEETING CONCLUDED AT 11:58PM

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
PART I	GENERAL GOVERNMENT				
12200	SELECTMEN				
	Salaries, Elected Officials	0	0	0	0
	Other Charges and Expenses	\$1,400	1,400.00	1,400.00	\$1,400
		<u>\$1,400</u>	<u>\$1,400</u>	<u>\$1,400</u>	<u>\$1,400</u>
12900	TOWN ADMINISTRATOR				
	Labor and Related	\$169,820	\$175,827	\$188,506	\$188,506
	Services and Supplies	\$7,450	\$7,700	\$7,700	\$7,700
		<u>\$177,270</u>	<u>\$183,527</u>	<u>\$196,206</u>	<u>\$196,206</u>
13200	RESERVE FUND				
	Other Charges and Expenses	\$70,000	\$70,000	\$70,000	\$70,000
		<u>\$70,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	<u>\$70,000</u>
13500	ACCOUNTANT				
	Labor and Related	\$125,360	\$131,453	\$115,871	\$115,871
	Services and Supplies	\$31,700	\$32,240	\$32,240	\$32,240
		<u>\$157,060</u>	<u>\$163,693</u>	<u>\$148,111</u>	<u>\$148,111</u>
13600	AUDIT				
	Services and Supplies	\$23,625	\$20,625	\$23,625	\$23,625
		<u>\$23,625</u>	<u>\$20,625</u>	<u>\$23,625</u>	<u>\$23,625</u>
14100	ASSESSORS				
	Labor and Related	\$89,850	\$106,718	\$91,930	\$91,930
	Services and Supplies	\$24,700	\$26,835	\$26,155	\$26,155
		<u>\$114,550</u>	<u>\$133,553</u>	<u>\$118,085</u>	<u>\$118,085</u>
14200	GIS				
	Services and Supplies	\$3,000	\$3,000	\$3,000	\$3,000
		<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>
14500	TREASURER COLLECTOR				
	Labor and Related	\$142,980	\$144,740	\$146,129	\$146,129
	Services and Supplies	\$20,235	\$20,235	\$19,735	\$19,735
		<u>\$163,215</u>	<u>\$164,975</u>	<u>\$165,864</u>	<u>\$165,864</u>
15100	LAW DEPARTMENT				
	Services and Supplies	\$27,000	\$48,000	\$48,000	\$48,000
		<u>\$27,000</u>	<u>\$48,000</u>	<u>\$48,000</u>	<u>\$48,000</u>
15200	PERSONNEL BOARD				
	Services and Supplies	\$1,300	\$1,300	\$1,300	\$1,300
		<u>\$1,300</u>	<u>\$1,300</u>	<u>\$1,300</u>	<u>\$1,300</u>

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
15500	INFORMATION SYSTEMS TECH				
	Labor and Related	\$83,820	\$86,130	\$85,911	\$85,911
	Services and Supplies	\$9,929	\$13,613	\$13,613	\$13,613
		\$93,749	\$99,743	\$99,524	\$99,524
15700	CENTRAL TELEPHONE				
	Services and Supplies	\$16,000	\$16,000	\$13,000	\$13,000
		\$16,000	\$16,000	\$13,000	\$13,000
15800	TAX TITLE / FORECLOSURE				
	Services and Supplies	\$2,500	\$2,750	\$2,500	\$2,500
		\$2,500	\$2,750	\$2,500	\$2,500
15900	POSTAGE METER				
	Services and Supplies	\$30,050	\$30,150	\$30,650	\$30,650
		\$30,050	\$30,150	\$30,650	\$30,650
16100	TOWN CLERK				
	Labor and Related	\$57,254	\$83,328	\$71,177	\$71,177
	Services and Supplies	\$2,150	\$7,200	\$2,750	\$2,750
		\$59,404	\$90,528	\$73,927	\$73,927
16200	ELECTIONS				
	Labor and Related	\$2,000	\$18,495	\$3,000	\$3,000
	Services and Supplies	\$3,269	\$13,000	\$6,700	\$6,700
		\$5,269	\$31,495	\$9,700	\$9,700
16300	REGISTRATION				
	Labor and Related	\$2,290	\$2,290	\$2,290	\$2,290
	Services and Supplies	\$4,162	\$5,600	\$3,782	\$3,782
		\$6,452	\$7,890	\$6,072	\$6,072
17100	CONSERVATION COMMISSION				
	Labor and Related	\$49,142	\$55,380	\$50,693	\$50,693
		\$49,142	\$55,380	\$50,693	\$50,693
17500	PLANNING BOARD				
	Labor and Related	\$69,500	\$70,717	\$70,717	\$70,717
	Services and Supplies	\$5,477	\$5,477	\$5,277	\$5,277
		\$74,977	\$76,194	\$75,994	\$75,994
17600	BOARD OF APPEALS				
	Labor and Related	\$9,710	\$12,345	\$11,500	\$11,500
	Services and Supplies	\$250	\$250	\$250	\$250
		\$9,960	\$12,595	\$11,750	\$11,750

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
19200	TOWN HALL				
	Labor and Related	\$47,692	\$48,629	\$0	\$0
	Services and Supplies	\$28,650	\$29,500	\$37,375	\$37,375
		\$76,342	\$78,129	\$37,375	\$37,375
TOTAL PART I - GENERAL GOVERNMENT		\$1,162,265	\$1,290,927	\$1,186,776	\$1,186,776
PART II	PUBLIC SAFETY				
21100	POLICE DEPARTMENT				
	Labor and Related	\$1,476,395	\$1,665,028	\$1,538,875	\$1,538,875
	Services and Supplies	\$163,435	\$193,598	\$184,052	\$184,052
		\$1,639,830	\$1,858,626	\$1,722,927	\$1,722,927
22100	FIRE DEPARTMENT				
	Labor and Related	\$211,609	\$330,163	\$201,344	\$201,344
	Services and Supplies	\$73,075	\$85,335	\$79,535	\$79,535
		\$284,684	\$415,498	\$280,879	\$280,879
23100	AMBULANCE				
	Labor and Related	\$373,579	\$635,235	\$444,875	\$444,875
	Services and Supplies	\$94,350	\$117,550	\$96,700	\$96,700
		\$467,929	\$752,785	\$541,575	\$541,575
24100	BUILDING AND ZONING OFFICER				
	Labor and Related	\$99,334	\$105,406	\$106,014	\$106,014
	Services and Supplies	\$850	\$3,995	\$3,995	\$3,995
		\$100,184	\$109,401	\$110,009	\$110,009
24200	GAS INSPECTOR				
	Labor and Related	\$8,652	\$8,900	\$8,900	\$8,900
	Services and Supplies	\$505	\$841	\$841	\$841
		\$9,157	\$9,741	\$9,741	\$9,741
24300	PLUMBING INSPECTOR				
	Labor and Related	\$7,900	\$8,700	\$8,700	\$8,700
	Services and Supplies	\$505	\$891	\$891	\$891
		\$8,405	\$9,591	\$9,591	\$9,591
24400	SEALER OF WEIGHTS AND MEASURES				
	Labor and Related	\$5,044	\$5,133	\$5,133	\$5,133
	Services and Supplies	\$175	\$175	\$175	\$175
		\$5,219	\$5,308	\$5,308	\$5,308
24500	WIRING INSPECTOR				
	Labor and Related	\$18,300	\$18,900	\$18,900	\$18,900
	Services and Supplies	\$375	\$575	\$575	\$575
		\$18,675	\$19,475	\$19,475	\$19,475

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
25100	COMMUNICATIONS CENTER				
	Labor and Related	\$304,358	\$315,829	\$309,202	\$309,202
	Services and Supplies	\$17,315	\$18,000	\$18,000	\$18,000
		\$321,673	\$333,829	\$327,202	\$327,202
29100	EMERGENCY MANAGEMENT				
	Services and Supplies	\$8,225	\$8,225	\$7,775	\$7,775
		\$8,225	\$8,225	\$7,775	\$7,775
29200	ANIMAL CONTROL OFFICER				
	Labor and Related	\$20,509	\$21,351	\$21,567	\$21,567
	Services and Supplies	\$3,300	\$3,600	\$3,350	\$3,350
		\$23,809	\$24,951	\$24,917	\$24,917
29300	SAFETY AND TRAFFIC SIGNS				
	Services and Supplies	\$4,000	\$4,000	\$3,500	\$3,500
		\$4,000	\$4,000	\$3,500	\$3,500
29600	CONSTABLES				
	Services and Supplies	\$350	\$350	\$350	\$350
		\$350	\$350	\$350	\$350
TOTAL PART II - PUBLIC SAFETY		\$2,892,140	\$3,551,780	\$3,063,249	\$3,063,249
PART III	EDUCATION - NASHOBA VALLEY TECHNICAL HIGH SCHOOL				
31100	NASHOBA VALLEY TEC HIGH SCHOOL				
	Operating Assessment	\$1,606,290	\$1,654,479	\$1,489,809	\$1,489,809
	Debt Exclusion	\$99,340	\$96,563	\$88,308	\$88,308
	Debt - Roof Project (Not Excluded)	\$34,872	\$34,699	\$32,791	\$32,791
		\$1,740,502	\$1,785,741	\$1,610,908	\$1,610,908
TOTAL PART III - EDUCATION - NVTHS		\$1,740,502	\$1,785,741	\$1,610,908	\$1,610,908
PART IV	EDUCATION - NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT				
32100	N. MIDDLESEX REG SCH DISTRICT				
	Operating Assessment	\$13,306,721	\$13,705,923	\$13,965,607	\$13,965,607
	Debt Exclusion - Nissitissit	\$316,450	\$305,950	\$305,950	\$305,950
	Debt Exclusion - High School	\$988,202	\$1,558,175	\$1,603,401	\$1,603,401
	Debt - Varnum Brk Feas Roof/Win	\$2,000	\$0	\$0	\$0
	Debt Exclusion - Squann ARP	\$0	\$104,683	\$25,555	\$25,555
	Debt Exclusion - Varn Brk ARP	\$0	\$366,479	\$96,640	\$96,640
	Debt Exclusion - Hawthorne ARP	\$0	\$1,868	\$525	\$525
		\$14,613,373	\$16,043,078	\$15,997,678	\$15,997,678
TOTAL PART IV - EDUCATION - NMRSD		\$14,613,373	\$16,043,078	\$15,997,678	\$15,997,678

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
PART V	PUBLIC WORKS				
41100	TOWN ENGINEER				
	Labor and Related	\$177,306	\$181,187	\$181,933	\$181,933
	Services and Supplies	\$7,485	\$7,885	\$7,885	\$7,885
		\$184,791	\$189,072	\$189,818	\$189,818
42200	HIGHWAYS-CONST & MAINTENANCE				
	Labor and Related	\$515,206	\$526,667	\$524,393	\$524,393
	Services and Supplies	\$184,355	\$206,975	\$193,775	\$193,775
		\$699,561	\$733,642	\$718,168	\$718,168
42300	SNOW & ICE				
	Labor and Related	\$66,600	\$66,600	\$66,600	\$66,600
	Services and Supplies	\$113,400	\$113,400	\$113,400	\$113,400
		\$180,000	\$180,000	\$180,000	\$180,000
42400	STREET LIGHTING				
	Services and Supplies	\$45,000	\$45,000	\$45,000	\$45,000
		\$45,000	\$45,000	\$45,000	\$45,000
42700	TREE CARE AND PLANTING				
	Labor and Related	\$0	\$0	\$0	\$0
	Services and Supplies	\$14,935	\$21,325	\$14,325	\$14,325
		\$14,935	\$21,325	\$14,325	\$14,325
49100	CEMETERY / PARKS				
	Labor and Related	\$89,501	\$92,903	\$93,242	\$93,242
	Services and Supplies	\$14,540	\$14,540	\$14,190	\$14,190
		\$104,041	\$107,443	\$107,432	\$107,432
TOTAL PART V - PUBLIC WORKS		\$1,228,328	\$1,276,482	\$1,254,743	\$1,254,743
PART VI	HUMAN SERVICES				
51100	BOARD OF HEALTH				
	Labor and Related	\$24,121	\$24,532	\$24,647	\$24,647
	Services and Supplies	\$43,453	\$80,503	\$45,503	\$45,503
		\$67,574	\$105,035	\$70,150	\$70,150
54100	COUNCIL ON AGING				
	Labor and Related	\$143,612	\$150,849	\$150,063	\$150,063
	Services and Supplies	\$37,239	\$36,889	\$35,689	\$35,689
		\$180,851	\$187,738	\$185,752	\$185,752
54300	VETERANS' SERVICES				
	Labor and Related	\$8,500	\$8,649	\$8,649	\$8,649
	Services and Supplies	\$175,600	\$190,600	\$170,600	\$170,600
		\$184,100	\$199,249	\$179,249	\$179,249
TOTAL PART VI - HUMAN SERVICES		\$432,525	\$492,022	\$435,151	\$435,151

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
PART VII	CULTURE & RECREATION				
61100	LAWRENCE LIBRARY				
	Labor and Related	\$347,497	\$361,525	\$361,702	\$361,702
	Services and Supplies	\$138,857	\$140,885	\$138,481	\$138,481
		<u>\$486,354</u>	<u>\$502,410</u>	<u>\$500,183</u>	<u>\$500,183</u>
63100	SUMMER PLAYGROUND				
	Labor and Related	\$2,850	\$2,850	\$0	\$0
		<u>\$2,850</u>	<u>\$2,850</u>	<u>\$0</u>	<u>\$0</u>
63200	COMMUNITY CENTER				
	Labor and Related	\$21,211	\$42,115	\$24,644	\$24,644
	Services and Supplies	\$6,490	\$7,012	\$6,490	\$6,490
		<u>\$27,701</u>	<u>\$49,127</u>	<u>\$31,134</u>	<u>\$31,134</u>
69200	MEMORIAL DAY CELEBRATION				
	Services and Supplies	\$3,000	\$3,000	\$3,000	\$3,000
		<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>
69210	4TH OF JULY CELEBRATION				
	Services and Supplies	\$3,000	\$3,000	\$3,000	\$3,000
		<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>
TOTAL PART VII - CULTURE & RECREATION		\$522,905	\$560,387	\$537,317	\$537,317
PART VIII	DEBT SERVICE				
71700	DEBT - PARKS & REC BUILDING				
	Long-Term Debt	\$4,550	\$4,460	\$4,460	\$4,460
		<u>\$4,550</u>	<u>\$4,460</u>	<u>\$4,460</u>	<u>\$4,460</u>
71710	DEBT - SENIOR CENTER				
	Long-Term Debt	\$66,783	\$65,455	\$65,455	\$65,455
		<u>\$66,783</u>	<u>\$65,455</u>	<u>\$65,455</u>	<u>\$65,455</u>
71800	DEBT-PEPP SPRINGS LAND ACQ				
	Long-Term Debt	\$49,840	\$48,200	\$48,200	\$48,200
		<u>\$49,840</u>	<u>\$48,200</u>	<u>\$48,200</u>	<u>\$48,200</u>
75200	INTEREST SHORT-TERM DEBT				
	Interest on Temporary Loans	\$1,187	\$1,362	\$1,362	\$1,362
	Principle - Fire Truck	\$35,000	\$35,000	\$35,000	\$35,000
		<u>\$36,187</u>	<u>\$36,362</u>	<u>\$36,362</u>	<u>\$36,362</u>
TOTAL PART VIII - DEBT SERVICE		\$157,360	\$154,477	\$154,477	\$154,477

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
PART IX	EMPLOYEE BENEFITS & INSURANCE				
91100	RETIREMENT ASSESSMENT	\$1,008,870	\$1,004,173	\$1,071,290	\$1,071,290
91300	UNEMPLOYMENT INSURANCE	\$7,500	\$7,500	\$5,000	\$5,000
91400	HEALTH INSURANCE	\$810,936	\$904,981	\$890,340	\$890,340
91500	LIFE INSURANCE	\$2,000	\$2,000	\$2,000	\$2,000
91600	TOWN SHARE MEDICARE	\$58,000	\$58,000	\$58,000	\$58,000
		\$1,887,306	\$1,976,654	\$2,026,630	\$2,026,630
94500	GENERAL INSURANCE	\$185,500	\$206,000	\$206,000	\$206,000
TOTAL PART IX - EMPLOYEE BENEFITS & IN		\$2,072,806	\$2,182,654	\$2,232,630	\$2,232,630
PART X	CAPITAL OUTLAY				
93000	CAPITAL OUTLAY				
	Capital Expense	\$235,470	\$302,143	\$488,812	\$488,812
		\$235,470	\$302,143	\$488,812	\$488,812
TOTAL PART X - CAPITAL OUTLAY		\$235,470	\$302,143	\$488,812	\$488,812
	SUMMARY - GENERAL FUND				
PART I	GENERAL GOVERNMENT	\$1,162,265	\$1,290,927	\$1,186,776	\$1,186,776
PART II	PUBLIC SAFETY	\$2,892,140	\$3,551,780	\$3,063,249	\$3,063,249
PART III	EDUCATION - NASHOBA VALLE	\$1,740,502	\$1,785,741	\$1,610,908	\$1,610,908
PART IV	EDUCATION - NORTH MIDDLESE	\$14,613,373	\$16,043,078	\$15,997,678	\$15,997,678
PART V	PUBLIC WORKS	\$1,228,328	\$1,276,482	\$1,254,743	\$1,254,743
PART VI	HUMAN SERVICES	\$432,525	\$492,022	\$435,151	\$435,151
PART VII	CULTURE & RECREATION	\$522,905	\$560,387	\$537,317	\$537,317
PART VIII	DEBT SERVICE	\$157,360	\$154,477	\$154,477	\$154,477
PART IX	EMPLOYEE BENEFITS & INSUR	\$2,072,806	\$2,182,654	\$2,232,630	\$2,232,630
PART X	CAPITAL OUTLAY	\$235,470	\$302,143	\$488,812	\$488,812
	TOTAL GENERAL FUND	\$25,057,674	\$27,639,691	\$26,961,741	\$26,961,741

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
	SEWER ENTERPRISE FUND - FUND 600				
	Salary & Wages				
	Salaries, Appointed Positions	\$47,944	48,785	\$48,785	\$48,785
	Wages, Hourly	\$491,736	538,317	\$538,317	\$538,317
	Overtime	\$64,000	68,000	\$68,000	\$68,000
	Longevity	\$5,935	8,740	\$8,740	\$8,740
	Total Salary & Wages	\$609,615	\$663,842	\$663,842	\$663,842
	Expenses	\$442,500	\$462,500	\$462,500	\$462,500
	Capital Outlay	\$125,000	\$100,000	\$100,000	\$100,000
	Debt Service	\$832,939	\$819,223	\$819,223	\$819,223
	Indirect Costs	\$111,438	\$113,858	\$113,858	\$113,858
	Employee Benefits & Insurance				
	Retirement	\$135,211	150,000	\$150,000	\$150,000
	Unemployment	\$3,300	7,500	\$7,500	\$7,500
	Health Insurance	\$93,745	110,000	\$110,000	\$110,000
	Life Insurance	\$330	330	\$330	\$330
	Medicare	\$11,660	12,000	\$12,000	\$12,000
	Total Employee Benefits & Insur	\$244,246	\$279,830	\$279,830	\$279,830
	General Liability Insurance				
	Package Policy	\$22,000	22,000	\$22,000	\$22,000
	Worker's Comp	\$8,800	13,500	\$13,500	\$13,500
	Special Coverages	\$1,100	1,000	\$1,000	\$1,000
	Deductibles	\$1,100	1,000	\$1,000	\$1,000
	Total General Liability Insurance	\$33,000	\$37,500	\$37,500	\$37,500
	Reserve Fund	\$0	\$50,000	\$50,000	\$50,000
	TOTAL - SEWER ENTERPRISE FUND	\$2,398,738	\$2,526,753	\$2,526,753	\$2,526,753

DEPT. NO.	DEPARTMENT/ ACCOUNT NAME	BUDGET FY2018	DEPARTMENT REQUEST FY2019	BOS/TOWN ADMIN RECOMMEND FY2019	FINANCE COMM RECOMMEND FY2019
	WATER ENTERPRISE FUND - FUND 610				
	Salary & Wages				
	Salaries, Appointed Positions	\$47,944	48,785	\$48,785	\$48,785
	Wages, Hourly	\$368,793	379,919	\$379,919	\$379,919
	Overtime	\$48,000	52,000	\$52,000	\$52,000
	Longevity	\$2,050	3,240	\$3,240	\$3,240
	Total Salary & Wages	\$466,787	\$483,944	\$483,944	\$483,944
	Expenses	\$482,200	\$470,000	\$470,000	\$470,000
	Capital Outlay	\$125,000	\$110,000	\$110,000	\$110,000
	Debt Service	\$268,829	\$262,489	\$262,489	\$262,489
	Indirect Costs	\$94,375	\$96,378	\$96,378	\$96,378
	Employee Benefits & Insurance				
	Retirement	\$95,181	104,699	\$104,699	\$104,699
	Unemployment	\$5,500	25,000	\$25,000	\$25,000
	Health Insurance	\$33,000	98,000	\$98,000	\$98,000
	Life Insurance	\$220	220	\$220	\$220
	Medicare	\$9,900	9,000	\$9,000	\$9,000
	Total Employee Benefits & Insur	\$143,801	\$236,919	\$236,919	\$236,919
	General Liability Insurance				
	Package Policy	\$22,000	22,000	\$22,000	\$22,000
	Worker's Comp	\$7,700	12,000	\$12,000	\$12,000
	Special Coverages	\$3,000	3,000	\$3,000	\$3,000
	Deductibles	\$1,000	1,000	\$1,000	\$1,000
	Total General Liability Insurance	\$33,700	\$38,000	\$38,000	\$38,000
	Reserve Fund	\$0	\$50,000	\$50,000	\$50,000
	TOTAL - WATER ENTERPRISE FUND	\$1,614,692	\$1,747,730	\$1,747,730	\$1,747,730



State Primary
Tuesday, September 4, 2018
Town of Pepperell, Massachusetts
DEMOCRATIC PARTY TALLY SHEET

Vote for **One**

Senator in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Elizabeth A. Warren	317	393	328	1038
Write-ins	7	4	14	25
				0
				0
				0
				0
Blanks	59	41	48	148
Totals	383	438	390	1211

Vote for **One**

Governor	Prec. 1	Prec. 2	Prec. 3	Totals
Jay M. Gonzalez	192	203	174	569
Bob Massie	108	143	136	387
Write-ins	7	3	3	13
				0
				0
				0
				0
Blanks	76	89	77	242
Totals	383	438	390	1211

Vote for **One**

Lieutenant Governor	Prec. 1	Prec. 2	Prec. 3	Totals
Quentin Palfrey	187	224	186	597
Jimmy Tingle	120	125	127	372
Write-ins	1	0	1	2
				0
				0
				0
				0
Blanks	75	89	76	240
Totals	383	438	390	1211

Vote for **One**

Attorney General	Prec. 1	Prec. 2	Prec. 3	Totals
Maura Healey	337	396	342	1075
Write-ins	1	1	7	9
				0
				0
				0
				0
Blanks	45	41	41	127
Totals	383	438	390	1211

Vote for **One**

Secretary of State	Prec. 1	Prec. 2	Prec. 3	Totals
William Francis Galvin	275	298	265	838
Josh Zakim	92	124	110	326
Write-ins	0	0	1	1
				0
				0
				0

				0
Blanks	16	16	14	46
Totals	383	438	390	1211

Vote for **One**

Treasurer	Prec. 1	Prec. 2	Prec. 3	Totals
Deborah B. Goldberg	304	352	310	966
Write-ins	0	1	3	4
				0
				0
				0
				0
Blanks	79	85	77	241
Totals	383	438	390	1211

Vote for **One**

Auditor	Prec. 1	Prec. 2	Prec. 3	Totals
Suzanne M. Bump	301	343	303	947
Write-ins	0	4	3	7
				0
				0
				0
Blanks	82	91	84	257
Totals	383	438	390	1211

Vote for **One**

Representative in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Jeffrey D. Ballinger	8	3	10	21

Alexandra E. Chandler	40	41	41	122
Beej Das	5	10	13	28
Rufus Gifford	42	72	46	160
Leonard H. Golder	1	1	3	5
Daniel Arrigg Koh	76	129	100	305
Barbara A. L'Italien	44	55	54	153
Bopha Malone	5	3	6	14
Juana B. Matias	19	14	20	53
Lori Loureiro Trahan	130	100	87	317
Write-ins	0	0	1	1
				0
				0
				0
				0
Blanks	13	10	9	32
Totals	383	438	390	1211

Vote for **One**

Councillor	Prec. 1	Prec. 2	Prec. 3	Totals
Eileen R. Duff	250	271	249	770
Nicholas S. Torresi	52	68	55	175
Write-ins	0	0	1	1
				0
				0
				0
				0
Blanks	81	99	85	265
Totals	383	438	390	1211

Vote for **One**

Senator in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
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John Drinkwater	140	146	117	403
Rodney M. Elliott	51	62	47	160
Edward J. Kennedy	87	110	99	296
William F. Martin, Jr.	36	36	39	111
Terry Ryan	45	54	53	152
Write-ins	0	0	0	0
				0
				0
Blanks	24	30	35	89
Totals	383	438	390	1211

Vote for **One**

Representative in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	39	43	43	125
				0
				0
				0
				0
Blanks	344	395	347	1086
Totals	383	438	390	1211

Vote for **One**

District Attorney	Prec. 1	Prec. 2	Prec. 3	Totals
Marian T. Ryan	208	230	207	645
Donna Patalano	125	134	136	395
Write-ins	0	0	0	0
				0
				0
				0
				0

Blanks	50	74	47	171
Totals	383	438	390	1211

Vote for **One**

Clerk of Courts	Prec. 1	Prec. 2	Prec. 3	Totals
Michael A. Sullivan	301	338	298	937
Write-ins	0	1	3	4
				0
				0
				0
				0
Blanks	82	99	89	270
Totals	383	438	390	1211

Vote for **One**

Register of Deeds	Prec. 1	Prec. 2	Prec. 3	Totals
Maria C. Curtatone	294	333	303	930
Write-ins	0	1	0	1
				0
				0
				0
				0
Blanks	89	104	87	280
Totals	383	438	390	1211
<u>Ballots cast</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total Ballots cast	383	438	390	1211
<u>Registered Voters</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total registered voters eligible to vote in this Party	2329	2267	2210	6806

Voter participation percentage	16.44%	19.32%	17.65 %	17.79%
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State Primary
Tuesday, September 4, 2018
Town of Pepperell, Massachusetts
REPUBLICAN PARTY TALLY SHEET

Vote for **One**

Senator in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Geof Diehl	121	98	115	334
John Kingston	64	76	55	195
Beth Joyce Lindstrom	91	108	133	332
Write-ins	0	0	0	0
				0
				0
Blanks	10	9	14	33
Totals	286	291	317	894

Vote for **One**

Governor	Prec. 1	Prec. 2	Prec. 3	Totals
Charles D. Baker	160	178	220	558
Scott D. Lively	119	108	92	319
Write-ins	0	0	0	0
				0
				0
Blanks	7	5	5	17
Totals	286	291	317	894

Vote for **One**

Lieutenant Governor	Prec. 1	Prec. 2	Prec. 3	Totals
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Karyn E. Polito	204	226	261	691
Write-ins	3	5	6	14
				0
				0
				0
Blanks	79	60	50	189
Totals	286	291	317	894

Vote for **One**

Attorney General	Prec. 1	Prec. 2	Prec. 3	Totals
James R. McMahon, III	136	156	168	460
Daniel L. Shores	92	92	92	276
Write-ins	0	0	1	1
				0
				0
				0
				0
Blanks	58	43	56	157
Totals	286	291	317	894

Vote for **One**

Secretary of State	Prec. 1	Prec. 2	Prec. 3	Totals
Anthony M. Amore	193	214	243	650
Write-ins	2	3	1	6
				0
				0
				0
				0
Blanks	91	74	73	238
Totals	286	291	317	894

Vote for **One**

Treasurer	Prec. 1	Prec. 2	Prec. 3	Totals
Keiko M. Orrall	198	211	234	643
Write-ins	1	1	2	4
				0
				0
				0
				0
Blanks	87	79	81	247
Totals	286	291	317	894

Vote for **One**

Auditor	Prec. 1	Prec. 2	Prec. 3	Totals
Helen Brady	200	209	237	646
Write-ins	1	2	2	5
				0
				0
				0
Blanks	85	80	78	243
Totals	286	291	317	894

Vote for **One**

Representative in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Rick Green	229	245	267	741
Write-ins	3	4	2	9
				0
				0
				0
				0
Blanks	54	42	48	144

Totals	286	291	317	894
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Vote for **One**

Councillor	Prec. 1	Prec. 2	Prec. 3	Totals
Richard A. Baker	193	204	233	630
Write-ins	1	2	1	4
				0
				0
				0
				0
Blanks	92	85	83	260
Totals	286	291	317	894

Vote for **One**

Senator in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
John A. McDonald	212	222	242	676
Write-ins	0	3	1	4
				0
				0
				0
				0
Blanks	74	66	74	214
Totals	286	291	317	894

Vote for **One**

Representative in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
Sheila C. Harrington	222	230	264	716
Write-ins	0	4	3	7
				0
				0
				0

				0
Blanks	64	57	50	171
Totals	286	291	317	894

Vote for **One**

District Attorney	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	28	33	33	94
				0
				0
				0
				0
Blanks	258	258	284	800
Totals	286	291	317	894

Vote for **One**

Clerk of Courts	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	16	27	24	67
				0
				0
				0
				0
Blanks	270	264	293	827
Totals	286	291	317	894

Vote for **One**

Register of Deeds	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	17	27	23	67
				0

				0
				0
				0
Blanks	269	264	294	827
Totals	286	291	317	894

<u>Ballots cast</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total Ballots cast	286	291	317	894
<u>Registered Voters</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total registered voters eligible to vote in this Party	2251	2262	2204	6717
Voter participation percentage	12.71%	12.86%	14.38%	13.31%



State Primary
Tuesday, September 4, 2018
Town of Pepperell, Massachusetts
LIBERTARIAN PARTY TALLY SHEET

Vote for **One**

Senator in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Governor	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	1	0	0	1
				0
				0
Blanks	1	5	2	8
Totals	2	5	2	9

Vote for **One**

Lieutenant Governor	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	1	0	0	1
				0

				0
Blanks	1	5	2	8
Totals	2	5	2	9

Vote for **One**

Attorney General	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Secretary of State	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Treasurer	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0

				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Auditor	Prec. 1	Prec. 2	Prec. 3	Totals
Daniel Fishman	1	3	1	5
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	1	2	1	4
Totals	2	5	2	9

Vote for **One**

Representative in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Councillor	Prec. 1	Prec. 2	Prec. 3	Totals
Marc C. Mercier	1	4	1	6
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	1	1	1	3
Totals	2	5	2	9

Vote for **One**

Senator in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Representative in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
				0
				0

Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

District Attorney	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	0	0
				0
				0
				0
				0
Blanks	2	5	2	9
Totals	2	5	2	9

Vote for **One**

Clerk of Courts	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	1	1
				0
				0
				0
				0
Blanks	2	5	1	8
Totals	2	5	2	9

Vote for **One**

Register of Deeds	Prec. 1	Prec. 2	Prec. 3	Totals
N/A	0	0	0	0
Write-ins	0	0	1	1

				0
				0
				0
				0
Blanks	2	5	1	8
Totals	2	5	2	9

<u>Ballots cast</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total Ballots cast	2	5	2	9
<u>Registered Voters</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total registered voters eligible to vote in this Party	1803	1791	1731	5325
Voter participation percentage	0.11%	0.28%	0.12%	0.17%

State Primary Recount

On September 10th, the Secretary of State's Office, William Francis Galvin, called for a recount of the United States Representative in Congress in the 3rd district as requested by the candidate, Daniel Koh and due to there being a less than 0.5% difference in votes between the leading candidates; Koh and Lori Trahan. On September 14th, the Board of Registrars, election workers, Town Clerk, Town Counsel and a Police Officer gathered at Town Hall with attorneys from the Koh and Trahan campaign along with 16 observers. After five hours of work, the final tally was reported to the Secretary of State. Below are the results of the recount for the Democratic ticket in the United States Representative in the Congressional 3rd district.

Date Sept. 14, 2018

PRECINCT ONE

City Town	Ward (if applicable)	Precinct	Candidate	ORIGINAL TALLY	NEW TALLY
PEPPERELL		1	JEFFREY D. BALLINGER	8	8
PEPPERELL		1	ALEXANDRA E. CHANDLER	40	41
PEPPERELL		1	BEEJ DAS	5	5
PEPPERELL		1	RUFUS GIFFORD	42	42
PEPPERELL		1	LEONARD H. GOLDER	1	1
PEPPERELL		1	DANIEL ARRIGG KOH	76	76
PEPPERELL		1	BARBARA A. L'ITALIEN	44	44
PEPPERELL		1	BOPHA MALONE	5	5
PEPPERELL		1	JUANA B. MATIAS	19	19
PEPPERELL		1	LORI LOUREIRO TRAHAN	130	132
PEPPERELL		1	All Others	0	0
PEPPERELL		1	Blanks	13	11
PEPPERELL		1 Total	TOTAL VOTES CAST	383	384

Local Election Official Signature

Kathryn P. Lytle
Sharon Tenenbaum
Jane C. Eschman

Date Sept 14, 2018

PRECINCT TWO

City Town	Ward (if applicable)	Precinct	Candidate	ORIGINAL TALLY	NEW TALLY
PEPPERELL		2	JEFFREY D. BALLINGER	3	3
PEPPERELL		2	ALEXANDRA E. CHANDLER	41	41
PEPPERELL		2	BEEJ DAS	10	10
PEPPERELL		2	RUFUS GIFFORD	72	72
PEPPERELL		2	LEONARD H. GOLDER	1	1
PEPPERELL		2	DANIEL ARRIGG KOH	129	130
PEPPERELL		2	BARBARA A. L'ITALIEN	55	55
PEPPERELL		2	BOPHA MALONE	3	3
PEPPERELL		2	JUANA B. MATIAS	14	14
PEPPERELL		2	LORI LOUREIRO TRAHAN	100	101
PEPPERELL		2	All Others	0	0
PEPPERELL		2	Blanks	10	9
PEPPERELL		2 Total	TOTAL VOTES CAST	438	439

Local Election Official Signature

Kathryn P. Gies
Sharon Levesque
Jane E. Edelman

Date Sept 14, 2018

PRECINCT THREE

City Town	Ward (if applicable)	Precinct	Candidate	ORIGINAL TALLY	NEW TALLY
PEPPERELL		3	JEFFREY D. BALLINGER	10	12
PEPPERELL		3	ALEXANDRA E. CHANDLER	41	41
PEPPERELL		3	BEEJ DAS	13	13
PEPPERELL		3	RUFUS GIFFORD	46	46
PEPPERELL		3	LEONARD H. GOLDER	3	3
PEPPERELL		3	DANIEL ARRIGG KOH	100	100
PEPPERELL		3	BARBARA A. L'ITALIEN	54	54
PEPPERELL		3	BOPHA MALONE	6	6
PEPPERELL		3	JUANA B. MATIAS	20	20
PEPPERELL		3	LORI LOUREIRO TRAHAN	87	87
PEPPERELL		3	All Others	1	1
PEPPERELL		3	Blanks	9	9
PEPPERELL		3 Total	TOTAL VOTES CAST	390	392

Local Election Official Signature

Kathryn P. Kipp
Maura Letourneau
Jane E. Eskeman

SPECIAL TOWN MEETING MINUTES

Monday, October 1, 2018

At 7:30pm on Monday, October 1, 2018 the Special Town Meeting was held in the Nissitissit Middle School at 33 Chace Avenue in said Town of Pepperell. There was a quorum present of seventy-five (75) registered Pepperell voters; 422 voters attended the meeting.

Town Moderator Scott Blackburn opened the meeting. The Moderator noted the proper posting of the Warrant for the Special Town Meeting by Constable, Frank Quattrochi. The Moderator declares majority vote and all votes requiring a 2/3rds vote per the rules and regulations outlined in Town Meeting Time. The Town Clerk, Jeanne M. Survell, read the opening of the meeting from the posted warrant.

All non-voters or non-residents of the Town were asked to stand, to be recognized by the Moderator:

Lori Bolasevich, Town Accountant

Jeanne M. Survell, Town Clerk

Edward Richardson, Esq. Town Counsel

Joan Moak, Interim Town Administrator

Tracie Looney, Board of Selectmen Administrative Assistant

Martin Cadek, IT Director

Ken Kalinowski, Town Engineer

The following tellers were appointed by the Moderator:

Arnold Silva

Michael Recco Louis Lunn

There was a moment of silence for Diane Karr who passed earlier this year. She was a devoted election worker and dedicated PATCH volunteer.

Balance of “Free Cash” Certified by the Department of Revenue as of 7/1/18 for the Town of Pepperell is:

General Fund	\$ 1,186,349.00
Sewer Enterprise Fund	\$ 1,423,953.00
Water Enterprise Fund	\$ 515,176.00
Transfer Station Enterprise Fund	\$ 58,031.00
Stabilization Fund Balance as of 6/30/18	\$ 663,512.44

PRELIMINARY MOTION: Majority vote required for passage.

MOTION MADE: Roland P. Nutter, Board of Selectmen

I move the Moderator allow non-voters or non-residents to speak on issues related to Town Meeting warrant articles where appropriate.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 1 – PRIOR YEAR BILL PAYMENT

To see if the Town will vote to authorize payment of a prior year legal bill from the current year budget, or take any other action relative thereto.

Submitted by Town Administrator and Board of Selectmen

Summary: *A vendor billing error occurred for services rendered in June 2018 resulting in an additional invoice issued after the close of fiscal year 2018.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

A 9/10th vote required for passage.

MOTION MADE: Lisa Ferolito, Board of Selectmen.

I move that the Town vote to authorize the payment of \$2,660.00 for a prior year FY2018 legal bill from the current year FY2019 legal budget.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 2 - FY2019 FREE CASH APPROPRIATIONS

To see if the Town will vote to appropriate sums of money from Free Cash certified as of July 1, 2018, or take any other action relative thereto.

\$ 93,350 – **Part I General Government** (for legal, elections, contract negotiations & town hall repairs)

\$ 66,400 – **Part II Public Safety** (for police repairs & maintenance, fire wages and fire vehicle repairs)

\$ 20,000 – **Part V Public Works** (for highway street paving & marking and highway vehicle repairs)

\$ 60,000 - **Part IX Employee Benefits & Insurance** (for insuring the Peter Fitzpatrick building)

\$ 44,200 – **Part X Capital Outlay** (for highway front end loader lease payment and COA building repairs)

\$283,950 – TOTAL

General Fund Free Cash balance is \$1,186,349 less \$283,950 above = \$902,399

Summary: The following appropriations from free cash are needed to cover unforeseen costs.

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Bill Greathead, Board of Selectmen

I move that the Town vote to appropriate the following sums of money from Free Cash certified as of 7/1/18, for the FY2019 General Fund Budget:

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 3 – FIRE TRUCK-BORROWING BY DEBT EXCLUSION

To see if the Town will appropriate \$1,400,000 or some lesser amount, to pay costs of purchasing a replacement ladder truck for the use of the Fire Department, including the payment of any other expenses incidental and related thereto, and to determine whether this appropriation shall be raised by borrowing or otherwise. Any borrowing authorized pursuant to this article shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under M.G.L. c. 59, § 21C(k); said appropriation to be under the control of the Board of Selectmen and Town Administrator; or take any other action relative thereto.

Summary: *This article is being submitted as a result of the Citizen's Petition under Article 19 of the 5/7/18 Annual Town Meeting for the purchase of a replacement ladder truck by debt exclusion. Although the article was approved by voters at the 5/7/18 meeting, it was determined that the article wording did not include the authorization to borrow which is required by MA General Law.*

Recommendation: The Finance Committee IS NOT IN FAVOR AS WRITTEN of the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

2/3 VOTE REQUIRED

MOTION MADE: Roland P. Nutter, Board of Selectmen

I move that the Town appropriates \$1,400,000 to pay costs of purchasing a replacement ladder truck for the use of the Fire Department, including the payment of any other expenses

incidental and related thereto; that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2½ debt exclusion referendum under M.G.L. c. 59, § 21C (k); said appropriation to be under the control of the Board of Selectmen and Town Administrator.

MOTION MADE: TO MOVE THE QUESTION

MOTION SECONDED AND PASSED AS DECLARED BY THE MODERATOR

MOTION PASSED BY A 2/3RDS VOTE AS DECLARED BY THE MODERATOR WITH A HAND COUNT OF 381 IN FAVOR AND 14 AGAINST

ARTICLE 4 – ADOPT MGL CH.44, SECT. 53 F ½: STORM WATER ENTERPRISE FUND

To see if the Town will vote to accept the provisions of Massachusetts Gen. Law Chapter 44, Section 53F ½ which would authorize establishment of an Enterprise Fund for the Pepperell Storm Water Utility, or take any other action relative thereto.

Summary: *Effective July 01, 2018, the Town of Pepperell is under the jurisdiction of the NPDES MS4 storm water permit program operated by US Environmental Protection Agency.*

Compliance with the requirements of this program is mandatory, and noncompliance can result in the assessment of significant fines. Every community covered under this permit is solely responsible for funding and administering a program to ensure compliance with permit requirements. The establishment of an enterprise fund would create the most consistent and transparent funding mechanism to achieve compliance with this program. This article was put on the draft warrant as a place holder.

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Recommendation: The Conservation Committee recommends the passage of this article by a vote of 5-0-0

Majority vote required for passage.

MOTION MADE: Thomas Nephew, Board of Public Works

I move that the Town vote to accept the provisions of Massachusetts General Law Chapter 44, Section 53F 1/2 to establish a Storm Water Enterprise Fund.

MOTION PASSED AS DECLARED BY THE MODERATOR

ARTICLE 5 - FISCAL YEAR 2019 STORM WATER ENTERPRISE FUND

To see if the Town will vote to fund from estimated receipts a sum of money to defray the regular expenses of the Storm Water Enterprise Fund, in accordance, with the provisions of MA General Law Chapter 44, Section 53F1/2 for the Fiscal Year July 1, 2018 through June 30, 2019, or take any other action relative thereto.

REVENUES

Estimated User Charges \$100,000

TOTAL ESTIMATED REVENUE \$ 100,000

EXPENSES

Estimated Professional Consulting and Assistance \$85,000

Estimated Materials and Expenses \$15,000

TOTAL ESTIMATED EXPENSES \$ 100,000

Summary: *If approved, the Storm Water Enterprise Fund will need to be funded for the remainder of FY19 in order to complete the tasks required to comply with NPDES MS4 permit. It is proposed to raise revenue via a flat rate user fee assessed to all parcels of land in Pepperell.*

Recommendation: The Finance Committee recommends the passage of this article by a vote of 4-0-0

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Recommendation: The Conservation Committee recommends the passage of this article by a vote of 5-0-0

Majority vote required for passage.

MOTION MADE: Thomas Nephew, Board of Public Works

I move that the Town vote to appropriate the following sums of money in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 to operate the Storm Water Enterprise Fund for the period July 1, 2018 to June 30, 2019 with \$100,000 appropriated from Enterprise Fund revenue:

.MOTION PASSED BY MAJORITY VOTE AS DECLARED BY THE MODERATOR

ARTICLE 6 - NON-BINDING RESOLUTION

Submitted By: Citizens' Petition

To see if the Town will vote to adopt the following non-binding resolution opposing the proposed “Soil Reclamation Project” at 161 Nashua Road in Pepperell, Massachusetts or take any other action relative thereto.

WHEREAS, a proposed “reclamation” project consisting of four million cubic yards of soil from construction and expansion projects across New England may come through Pepperell and our neighboring communities; and

WHEREAS, said proposed “reclamation” project would make use of 55,000+ tractor-trailer trucks travelling one-way to 161 Nashua Road across state and town roads; and

WHEREAS, said proposed “reclamation” project would make use of 55,000+ tractor-trailer trucks travelling one-way from 161 Nashua Road back across state and town roads in order to return to their point of origin; and

WHEREAS, these 110,000+ trucks would – in the course of their travel – pass in front of numerous small businesses, churches, schools, and the Pepperell Senior Center; and

WHEREAS, said proposed “reclamation” project is projected to last seven to nine years; and

WHEREAS, the track record for analytical testing protocols has been deemed insufficient for similar “clean” fill/“reclamation” projects in Massachusetts (e.g., Rutland and Uxbridge, which had hazardous waste, volatile inorganic compounds, and other wastes deposited at these project sites); and

WHEREAS, any project containing hazardous waste, by its nature, carries the potential for leaks or explosion causing untold damage to property, water, and lives; and

WHEREAS, the proposed project site lies in close proximity to the Nashua River, and due to the site’s soil composition consisting largely of sand and gravel, likely has a direct hydrologic connection to the Nashua River; and

WHEREAS, the Nashua River Watershed Association – with over 50 years of stewardship of our rivers -- has grave concerns that the proposed project at 161 Nashua Road in Pepperell threatens our natural resources and river ecosystems and opposes this project; and

WHEREAS, a portion of the proposed site is within the Zone II Nashua Well water supply for the town of Pepperell, and potential contaminants flowing from the proposed site could flow rapidly into the Nashua River and Pepperell water supplies, thereby threatening them; and

WHEREAS the proposed project may include work within the 200’ Riverfront Area, priority habitat for rare species, and a portion of the 100’ buffer of a wetland; and

WHEREAS said proposed project would adversely affect property values, adversely affect residents’ livelihood, adversely affect the efficacy of businesses, and otherwise negatively impact

the integrity of the town's bucolic character due to the noise, dust, and disruption 110,000+ tractor-trailer trucks will bring; and

WHEREAS, the cost of the Special Counsel and the Licensed Site Professional the Town is forced to hire falls on private citizens.

NOW THEREFORE BE IT RESOLVED THAT the people of Pepperell, Massachusetts

1. Hereby call on our Select Board, Planning Board, and Board of Health to stand in opposition to the proposed "reclamation" project at 161 Nashua Road and not allow it within town borders;
2. Stand in opposition to all similar projects that may be later proposed;
3. Oppose any project carrying potentially contaminated soils within the borders of our town; and
4. Hereby instruct our state and federal legislators and executive branch officials to enact legislation and take any such other actions as are necessary to disallow such projects that go against the Town of Pepperell's commitments to life, the environment, our economic well-being, and our bodily safety.

Dated: August 20, 2018

Recommendation: The Finance Committee takes no action on this article

Recommendation: The Board of Selectmen recommends the passage of this article by a vote of 3-0-0

Majority vote required for passage.

MOTION MADE: Caroline Ahdab

I move that the Town vote to adopt the non-binding resolution as written opposing the proposed "Soil Reclamation Project" at 161 Nashua Road in Pepperell, Massachusetts.

MOTION PASSED AS DECLARED BY THE MODERATOR

TOWN MEETING CONCLUDED AT 9:36PM



State Election
Tuesday, November 6, 2018
Town of Pepperell, Massachusetts
OFFICIAL RESULTS

Vote for **One**

Senator in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Elizabeth A. Warren (Democratic)	746	914	814	2474
Geoff Diehl (Republican)	887	914	933	2734
Shiva Ayyadurai (Independent)	70	75	71	216
Write-ins	1	1	1	3
				0
				0
				0
				0
Blanks	32	29	31	92
Totals	1736	1933	1850	5519

Vote for **One**

Governor and Lieutenant Governor	Prec. 1	Prec. 2	Prec. 3	Totals
Baker and Polito (Republican)	1346	1423	1405	4174
Gonzalez and Palfrey (Democratic)	334	433	396	1163
Write-ins	10	8	4	22
				0
				0
				0
				0
Blanks	46	69	45	160

Totals	1736	1933	1850	5519
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Vote for **One**

Attorney General	Prec. 1	Prec. 2	Prec. 3	Totals
Maura Healey (Democratic)	947	1091	1033	3071
James R. McMahon, III (Republican)	743	804	783	2330
Write-ins	0	8	0	8
				0
				0
				0
				0
Blanks	46	30	34	110
Totals	1736	1933	1850	5519

Vote for **One**

Secretary of State	Prec. 1	Prec. 2	Prec. 3	Totals
William Francis Galvin (Democratic)	995	1124	1104	3223
Anthony M. Amore (Republican)	643	694	648	1985
Juan G. Sanchez, Jr. (Green-Rainbow)	39	48	46	133
Write-ins	1	3	0	4
				0
				0
Blanks	58	64	52	174
Totals	1736	1933	1850	5519

Vote for **One**

Treasurer	Prec. 1	Prec. 2	Prec. 3	Totals
Deborah B. Goldberg (Democratic)	901	1011	989	2901
Keiko M. Orrall (Republican)	701	777	720	2198
Jamie M. Guerin (Green-Rainbow)	49	50	60	159
Write-ins	1	5	0	6

				0
				0
Blanks	84	90	81	255
Totals	1736	1933	1850	5519

Vote for **One**

Auditor	Prec. 1	Prec. 2	Prec. 3	Totals
Suzanne M. Bump (Democratic)	749	902	851	2502
Helen Brady (Republican)	773	824	795	2392
Daniel Fishman (Libertarian)	85	88	72	245
Edward J. Stamas (Green-Rainbow)	35	28	42	105
Write-ins	1	3	0	4
				0
				0
Blanks	93	88	90	271
Totals	1736	1933	1850	5519

Vote for **One**

Representative in Congress	Prec. 1	Prec. 2	Prec. 3	Totals
Rick Green (Republican)	906	944	943	2793
Lori Loureiro Trahan (Democratic)	755	908	825	2488
Michael P. Mullen (Independent)	53	58	58	169
Write-ins	0	2	0	2
				0
				0
Blanks	22	21	24	67
Totals	1736	1933	1850	5519

Vote for **One**

Councillor	Prec. 1	Prec. 2	Prec. 3	Totals
Eileen R. Duff (Democratic)	790	963	904	2657

Richard A. Baker (Republican)	769	803	790	2362
Marc C. Mercier (Libertarian)	85	66	63	214
Write-ins	0	4	0	4
				0
Blanks	92	97	93	282
Totals	1736	1933	1850	5519

Vote for **One**

Senator in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
Edward J. Kennedy (Democratic)	825	985	916	2726
John A. MacDonald (Republican)	841	877	873	2591
Write-ins	0	4	1	5
				0
				0
Blanks	70	67	60	197
Totals	1736	1933	1850	5519

Vote for **One**

Representative in General Court	Prec. 1	Prec. 2	Prec. 3	Totals
Sheila C. Harrington (Republican)	1326	1464	1440	4230
Write-ins	36	20	10	66
				0
				0
Blanks	374	449	400	1223
Totals	1736	1933	1850	5519

Vote for **One**

District Attorney	Prec. 1	Prec. 2	Prec. 3	Totals
Marian T. Ryan (Democratic)	1194	1317	1285	3796
Write-ins	51	19	16	86
				0

				0
Blanks	491	597	549	1637
Totals	1736	1933	1850	5519

Vote for **One**

Clerk of Courts	Prec. 1	Prec. 2	Prec. 3	Totals
Michael A. Sullivan (Democratic)	1176	1306	1271	3753
Write-ins	45	19	12	76
				0
Blanks	515	608	567	1690
Totals	1736	1933	1850	5519

Vote for **One**

Register of Deeds	Prec. 1	Prec. 2	Prec. 3	Totals
Maria C. Curtatone (Democratic)	1179	1317	1266	3762
Write-ins	43	19	13	75
				0
Blanks	514	597	571	1682
Totals	1736	1933	1850	5519

Vote Yes or No

Question 1-Nurses	Prec. 1	Prec. 2	Prec. 3	Totals
YES	404	469	430	1303
NO	1284	1398	1357	4039
Blanks	48	66	63	177
Totals	1736	1933	1850	5519

Vote Yes or No

Question 2 - Corporations	Prec. 1	Prec. 2	Prec. 3	Totals
YES	1130	1268	1209	3607
NO	550	618	601	1769
Blanks	56	47	40	143

Totals	1736	1933	1850	5519
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Vote Yes or No

Question 3 - Gender Identity	Prec. 1	Prec. 2	Prec. 3	Totals
YES	1025	1198	1107	3330
NO	678	698	720	2096
Blanks	33	37	23	93
Totals	1736	1933	1850	5519

<u>Ballots cast</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total Ballots cast	1736	1933	1850	5519
<u>Registered Voters</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total registered voters	2845	2836	2759	8440
Voter participation percentage	61.02%	68.16%	67.05%	65.39%



SPECIAL TOWN ELECTION
Monday, December 10, 2018
Town of Pepperell, Massachusetts
OFFICIAL RESULTS

BALLOT QUESTION: Fire Truck/Ladder	Prec. 1	Prec. 2	Prec. 3	Totals
Yes	167	170	161	498
No	28	48	77	153
				0
				0
				0
				0
				0
				0
Blanks	0	0	0	0
Totals	195	218	238	651

<u>Ballots cast</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total Ballots cast	195	217	237	649
<u>Registered Voters</u>	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Totals</u>
Total registered voters as of November 30, 2018	2840	2825	2751	8416
Voter participation percentage	6.87%	7.68%	8.62%	7.71%

Respectfully Submitted,
 Jeanne M. Survell; Town Clerk

VETERAN'S AGENT

Veterans' Services Officers are veterans who are officials appointed by the mayor in cities and the boards of selectmen in towns. They work under the direction of the Massachusetts Commissioner of Veterans' Services. One Veterans' Service Officer may serve as a District Officer for two or more contiguous communities. The Veterans' Service Officer's job is to counsel, advise, and assist local veterans and their dependents in whatever way he can. Duties encompass but are not limited to dispensing state-sponsored veterans' benefits and assisting veterans and their dependents or survivors in obtaining federal benefits or entitlements for which they may be eligible; disbursing monetary and medical benefits and act as the veterans' burial agent for his municipality or district and arrange for proper interment of deceased veterans. The Veterans' Service Officer provides assistance in the areas of housing, employment, medical and educational needs, and alcohol/drug rehabilitation. The Veterans' Services Officer also coordinates with local hospitals, nursing homes and eldercare facilities to insure that veterans or widows are receiving proper treatment and all entitlements. The Veterans' Service Officer is expected to be an active participant with local, state, and federal human services agencies to ensure that maximum effort is placed on veteran-related problems and needs.

STAFF

- Joseph J. Mazzola, Veteran's Service Officer

The Veterans' Service Officer holds office hours on Wednesday from 1 PM until 4 PM. The Veterans' Service Officer can be contacted at 978-433-0342. Also, appointments can be made for the convenience of the applicant applying for veteran's benefits.

Each case is serviced with utmost discretion. Individual cases are confidential and not open to the public. Approximately 300 Veterans are assisted each year in Pepperell. Approximately \$119,356.18 dollars was given to local veterans for Mass State Chapter 115 assistance. The State of Massachusetts reimbursement back to The Town Of Pepperell is 75% of the above assistance. Approximately 150 application for Federal Veterans benefits were process last year for Pepperell Veterans.

Goals for 2019

Contact veterans and provide the necessary information on benefits.

Continue to use all available means to disseminate veteran's information to the public.

Respectfully submitted,

Joseph J. Mazzola

Veterans Service Office

VETERAN'S GRAVE OFFICER

There was an addition of (6) Veterans interred as follows at the Pepperell cemeteries during the year of 2018: Woodlawn = 3, Walton = 0, Pepperell Association = 3, and St. Joseph's = 0.

STAFF

- Terence K. Spaulding,
Veteran's Grave Officer

TOTAL INTERMENTS BY WARS

War	Walton	Woodlawn	Pepperell Association	St. Joseph's	Total
Revolutionary	27	0	0	0	27
War of 1812	0	1	0	0	1
Civil War	13	9	10	5	37
Spanish-Am.	0	2	1	7	10
World War I	1	44	33	39	117
World War II	9	159	61	93	322
Korean War	2	32	12	13	59
Vietnam	1	22	6	7	36
Persian Gulf	0	0	1	1	2
Non-War	0	17	8	3	26
Total	53	286	132	168	639

WATER DEPARTMENT

Mission Statement: The mission of the Pepperell Water Department is to provide safe drinking water to the Town's residents that meets or exceeds the water quality limits set by the U.S. Environmental Protection Agency in the most efficient and cost effective manner possible.

Department Organization: The water department has a staff of eight individuals consisting of a Superintendent, Administrative Assistant, Secretary, Chief Operator, three Operators, and one Laborer.

Department Functions: The water department's primary function is to provide a safe a reliable source of potable water to the town's resident and businesses in addition to insuring the requisite volume of water at required pressures for firefighting purposes. Additionally, the Water department is responsible for operating and maintaining three well sites which include five wells, treatment facilities at each well site, three water storage tanks, seventy five miles of water mains, and over six hundred fire hydrants.

The Pepperell Water Division pumped and treated approximately 250 million gallons of water in 2017 and over that period the Division has met all regulatory requirements for the drinking water system. The water system in Pepperell is classified as a Treatment Grade 1 (1T) and Distribution Grade 2 (2D) and water operators are required to possess the appropriate licenses in order to operate the system. The department serves a population of approximately 9,500 via 3,200 service connections.

2018 Highlights: The Water department, in a joint effort with the Wastewater department, completed the process of a town wide water meter replacement program. The program, which began in 2016, updated many aging meters, providing greater access to water usage trends, and with its completion will allow the town to move forward with a quarterly billing schedule.

During 2018, we signed a contract with Weston Sampson to begin design of a new treatment facility at the Bemis Well site. After evaluating several options to address the increasing iron and manganese concentrations, it was determined that the best, long term solution would be to construct a water treatment facility. Although not the cheapest solution it is one that will effectively and reliably meet our needs well into the future. The plant will be designed and built such that it can be expanded if our needs change in the future. We also investigated operational and maintenance alternatives regarding the Townsend storage tank and hope to implement changes in 2019 that will further improve overall water quality.

STAFF

- Joseph A. Jordan, Superintendent
- Trish DeLorey, Licensed Operator, Administrative Assistant

Flow testing was completed on the distribution system which provided us with a better understanding of the pressure zones throughout the town. Additionally, we are constantly monitoring and adjusting treatment chemical rates to minimize the quantity introduced into the system, which not only saves on cost but also improves taste and odors in the water.

A look ahead to 2019:

Looking to 2019 we will make the change to quarterly billing cycle for all water and sewer customers. This will occur with the February 2019 billing and at that time the entire town will be billed. Going forward a quarterly bill will be issued every three months to all customers. By billing on a quarterly basis, rather than semi-annual, the water and sewer bills will be smaller and more manageable for customers. Quarterly billing will not reduce your annual cost, but the bill you receive will only be for 3 months of usage rather than 6 months. Quarterly billing will also allow us to identify potential problems sooner.

We are also anticipating that a contract will be signed to construct a new water treatment facility at the Bemis Well site. The facility is currently in the design phase and we expect to solicit bids for construction in 2019. The treatment process will effectively remove iron and manganese from the source water, which in turn will produce a higher quality of water to our customers. Removing iron and manganese will reduce the occurrence of discolored water some customers have experienced in the past. We are also evaluating operational changes at the Townsend storage tank that may increase performance, reduce chemical concentrations and continue to improve overall water quality.

Finally, I want to thank all those work in the Water Department for the dedication they exhibit and the pride they take in doing their job on a daily basis. They are the ones that truly make the system run as well as it does.

Respectfully submitted,

Joseph A. Jordan

Water & Sewer Superintendent

Pepperell Department of Public Works

CITIZEN ACTIVITY APPLICATION FORM

If you are interested in serving on a Town Committee, please fill out this form and mail to the Board of Selectmen, Town Hall, One Main Street, Pepperell, MA 01463. The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

NAME:	<hr/>	DATE:	<hr/>
ADDRESS:	<hr/>	PRECINCT:	<hr/>
TELEPHONE:	HOME:	WORK:	<hr/>
E-MAIL:	<hr/>		
PRESENT BUSINESS INTEREST OR OCCUPATION: <hr/>			
EXPERIENCE OR SPECIAL SKILLS: VOLUNTEER, SOCIAL SERVICE, BUSINESS (INCLUDE PREVIOUS TOWN EXPERIENCE, IF ANY):			
<hr/>			
<hr/>			
<hr/>			
AREA(S) WHERE YOU WOULD BE INTERESTED IN SERVING: <hr/>			
<hr/>			
<hr/>			
<hr/>			
TIME AVAILABILITY:	NUMBER OF HOURS: <hr/> Weekly <hr/> Monthly		
COMMENTS:	<hr/>		
<hr/>			
<hr/>			
<hr/>			

APPOINTED COMMITTEES

Agricultural Advisory Board
Affordable Housing Committee
Board of Public Works (2)
Cable TV Advisory Committee
Capital Program Committee
Conservation Commission
Council on Aging
Cultural Council
Disabilities Commission
Economic Development Advisory Committee
Election Workers
Emergency Management
Finance Committee
Fire Department
GIS Committee
Historical Commission
Information Systems Technology Committee
Nashoba Valley Technical High School Committee
Pepperell Auxiliary Police Department
Personnel Board
Planning Board (Associate Member)
Zoning Board of Appeals

TELEPHONE DIRECTORY

Town Offices

ACCOUNTANT	433-0320
AMBULANCE SERVICE, 59 Main Street Emergencies only	911
Business Calls	433-0303
ASSESSORS.....	433-0322
BOARD OF APPEALS	433-0333
CEMETERY DEPARTMENT, Heald Street.	433-0323
COMMUNICATIONS CENTER, 59 Main Street	433-2737
COMMUNITY CENTER, Rotary	433-0324
CONSERVATION COMMISSION	433-0325
COUNCIL ON AGING, Nashua Road.....	433-0326
DOG OFFICER.	433-0340
DEPARTMENT OF PUBLIC WORKS	433-0327
EMERGENCY MANAGEMENT	433-2737
ENGINEER.....	433-0327
FIRE DEPARTMENT- 59 Main St., Emergencies Only	911
Business Calls	433-2113
HEALTH BOARD.....	433-0328
HIGHWAY DEPARTMENT, 45 Lowell Road.	433-5735
HOUSING AUTHORITY, 4 Foster Street.....	433-9882
INSPECTION DEPARTMENT.	433-0329
LIBRARY, 15 Main Street	433-0330
Children's Library.....	433-0332
PLANNING BOARD	433-0336
POLICE DEPARTMENT - 59 Main Street, Emergencies Only	911
Business Calls	433-2424
RECREATION COMMISSION.....	433-0324
SELECTMEN	433-0333
TAX COLLECTOR/TREASURER	433-0337
TOWN CLERK	433-0339
TRANSFER STATION, Boynton Street.....	433-0343
VETERANS AGENT.	433-0342
WASTEWATER TREATMENT PLANT, 47 Nashua Road.	433-9859
WATER DEPARTMENT, 46 Chestnut Street.....	433-5591

Schools

NASHOBA VALLEY TECHNICAL HIGH SCHOOL.....	692-4711
NISSITISSIT MIDDLE SCHOOL	433-0114
NO. MIDDLESEX REG. SCHOOL DISTRICT SUPERINTENDENT'S OFFICE	597-8713
NORTH MIDDLESEX REGIONAL HIGH SCHOOL	597-8721
VARNUM BROOK SCHOOL.....	433-6722

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